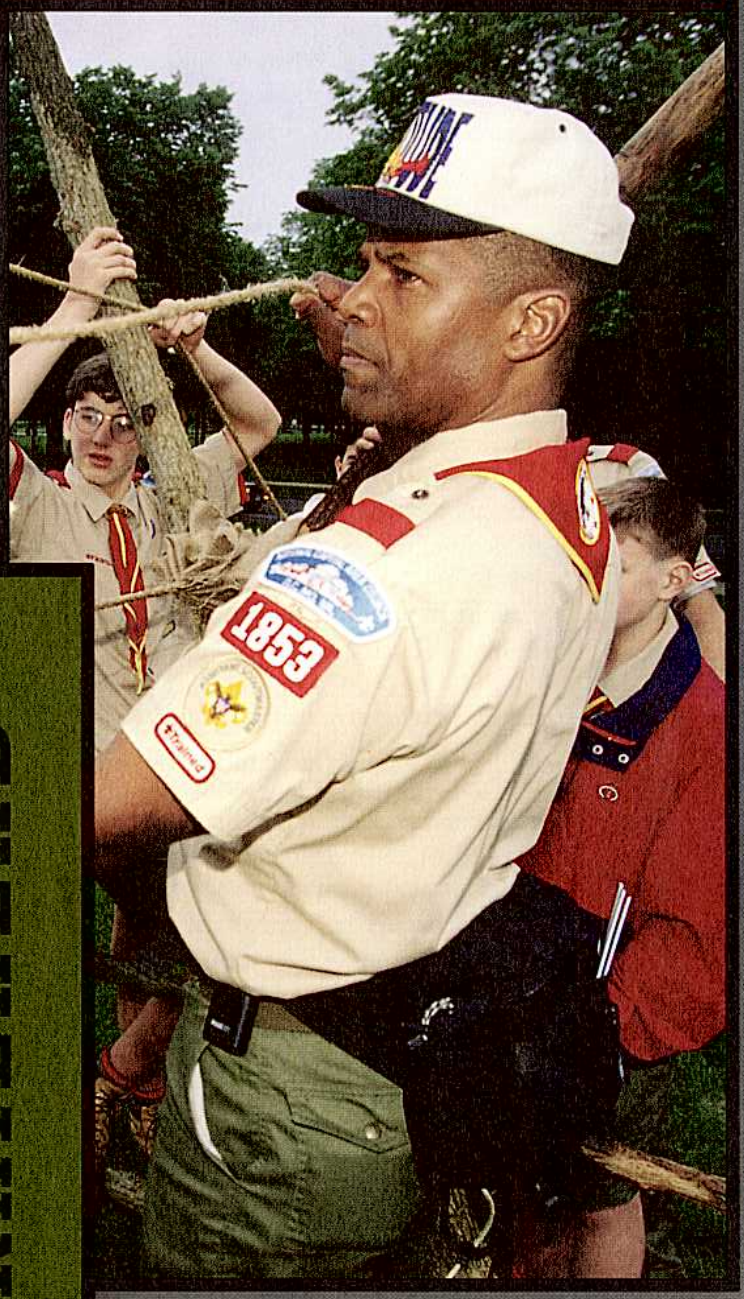
WORKING WITH BOYS



TRAILHEAD

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WORKING WITH BOYS

FOR MANY BOYS, a Scout troop is an extension of their school activities, their families, and their religious affiliations. For others, a Scout troop might serve as the most stable part of their lives. Whatever the case, every Scout should be able to try new things, to fail sometimes and succeed often. You as Scoutmaster set the tone in a troop by the ways in which you guide and inspire the Scouts and entrust them with positions of leadership. You also have ultimate authority to deal with behavior that will not be tolerated in the troop. Chief among your responsibilities is establishing an environment that is safe for Scouts both physically and psychologically.

What Scouting can provide a boy:
• The sense of belonging to a group
• Achievement and recognition
• Self-esteem
• Confidence in himself
• Self-discipline
• Self-reliance
• Healthy interactions with others
• Importance and effectiveness of teamwork

A Scoutmaster has the opportunity to work with boys at remarkable stages of their lives. They are going through tremendous changes as they move from boyhood toward manhood. Each boy deals with those changes in ways uniquely his own. At times he might be strongly influenced by his peers, while on other days he might seem fiercely independent. High enthusiasm, a need to test limits, concern about personal appearance, the desire to be grown up, awkwardness, fearlessness, self-consciousness, great joy—the qualities of Scout-age boys are as varied as are the shapes of their ears or the color of their hair.

Working with boys can be exciting, enlightening, and educational, and you might quickly discover that they have much more energy than you do. On the other hand, you possess more life experience. You have been through much of what they are experiencing now. By building a supportive, trusting relationship with troop members, you can put your wisdom to good use as you encourage Scouts to channel their energy into worthwhile activities and help them make sense out of their changing circumstances.

Boys thrive on the friendly, nonthreatening interaction with adults that Scouting can provide. Treat each boy with the same respect you would extend to an adult. Ask Scouts for their input and, whenever possible, include them in the decision-making processes of the troop and their patrols. Recognize and praise every boy for the right things he does. If you must criticize, do it in a constructive manner and without drawing the attention of his fellow Scouts.

Don't respond in anger to the actions or words of Scouts, even if what they have said or done upsets you. As Scoutmaster, you are an important role model for the Scouts. They will emulate you in many ways, including how you resolve differences. By seeking reasonable solutions to situations rather than reacting in haste or finding someone to blame, you can often diffuse a potential conflict and show by your actions the way that others in the troop can act when they are upset.

LISTENING

Most of us, Scouts and leaders alike, are infatuated by the sounds of our own voices. In conversations we are often so busy thinking of what we will say next that we miss the messages others are trying to convey. Fortunately, active listening is an art that can be learned, and its benefits are enormous.

Listen to the Scouts in your troop. Make yourself available to them during Scoutmaster conferences, on hikes and campouts, and on other occasions when they want to talk. Often they will simply be eager to share the excitement of a moment or the pride of having learned a new skill or completed a requirement. At other times they might have concerns about something happening in the troop or in their lives. Train yourself to pay attention to what they are saying and to listen without passing judgment. When you are willing to hear what they want to share, you can address issues in ways that are coherent, meaningful, and effective.

REFLECTION

Reflection is a form of careful listening and sharing that allows Scouts and leaders to assess an experience and get from it the greatest value it has to offer. In many ways, Scoutmaster conferences are reflections as a Scoutmaster guides a boy in exploring the meaning of his completion of advancement requirements. Reflection can also be important at the end of an activity or it might take place in the middle of an event, especially if Scouts are struggling to solve a problem or need to stop and work through a disagreement.

Sit down for a few minutes with the boys involved and lead a reflection by asking questions that cannot be answered with a simple yes or no. Guide Scouts toward thinking through what they just did, the effect of the experience, and the lessons they can draw from it.

The real discoveries of reflection often lie beneath the surface. Scouts might at first assume that a campout on a rainy weekend was not very worthwhile. Through reflection, however, they might come to see that they gained a great deal in practicing patience, making decisions under difficult circumstances, and putting their camping skills to a more rigorous test than ever before.

Reflection is also a means by which Scoutmasters can instill the values of Scouting. Boys might not always realize when they have behaved honorably, been trustworthy, or acted in service to others. Encourage them to think through their experiences and recognize how the Scouting ideals are serving as guidelines for the decisions they are making.

Your ease in leading reflections will increase as you gain experience in doing it. Scouts becoming accustomed to participating in reflection will also become better at it, and can lead similar discussions in the future. Here are a few pointers:

- Think about the kinds of questions you will use during a reflection following an activity, perhaps even jotting down some notes while the event is in progress.
- Have Scouts sit so they can see each other.
- Establish rules. Scouts should agree not to interrupt one another or make fun of each other. Let them know that any individual is free to remain silent if he wishes.
- Reserve your judgment about what the boys are saying. Instead, help them come to their own conclusions and express their own evaluations.
- Guide the discussion but don't dominate it. Get the ball rolling, then let the Scouts take over the discussion. Limit your involvement to guiding them back to the subject if they stray too far. A well-placed question or two can inspire others to share their understandings, concerns, and vision. Here are a few to use when appropriate:
  - — What was the purpose of this activity?
  - — In what ways did the patrol or troop work together on this project?
  - — What did you learn by doing this exercise?
  - — What would you suggest we do differently next time?
  - — To what degree did everyone get to participate?
  - — Who gave leadership and how?
  - — What can we do to solve a particular problem?
- Be positive. Reflection can be enlightening and often fun.
- Encourage the group to determine the value of the experience they just had, focusing first on positive aspects.
- Generalize the experience. A frequent goal of reflection is to help Scouts make the connection between the activity they have just completed and regular troop experiences:
  - — How could we use the ideas we learned today in our troop?
  - — How can we use what we just learned about decision making when we're on our next campout?
- Steer Scouts toward setting goals based on what they have learned about their recent experience. As always, begin with the positive but leave the door open for discussion of changes that will improve activities in the future.

PROVIDING NEW EXPERIENCES

Boy Scouts' confidence grows as they meet Scouting challenges—planning and taking part in a camping trip, finishing a rugged hike, making the effort to complete advancement requirements. Success fosters success, and a series of achievements inspires boys to get in the habit of setting out to do well. The new experiences Scouting offers can increase their self-assurance and their eagerness to try things they know will test them and make them work hard.

BEING CONSISTENT, FIRM, AND FAIR

Boys want to know what they can expect from you as their Scoutmaster, and what you expect of them. Strive to be consistent in word and action. Make it clear to boys that you are working together with them to make the troop go. Establish yourself as the leader and then, to the greatest degree possible, turn that leadership authority over to the boys.

Hazing, harassment, name-calling, and bullying have no place in Scouting and should not be tolerated.

If a boy is given sufficient positive reinforcement for appropriate behavior, positive behavior will usually continue.

THE IMPORTANCE OF BELONGING

After their families, boys' friends are often the major source of influence upon their behavior. Friends can sway each other in their decisions concerning the clothes they wear, the activities they enjoy, their ideas about themselves, and their attitudes toward sex, drinking, and drugs. Depending on the group, friendships can be very beneficial to a boy's growth and development. On the other hand, falling in with the wrong group can be destructive if peer pressure pushes a boy into activities harmful to him and those around him.

Scout patrols and troops are groups of friends who have an interest in outdoor adventures and who share healthy, productive values. For many boys, their Scout patrol and troop are an important part of their self-identity. They look to Scouting for interesting things to do and for opportunities to feel that they are part of a group that accepts them for who they are and treats them with respect.

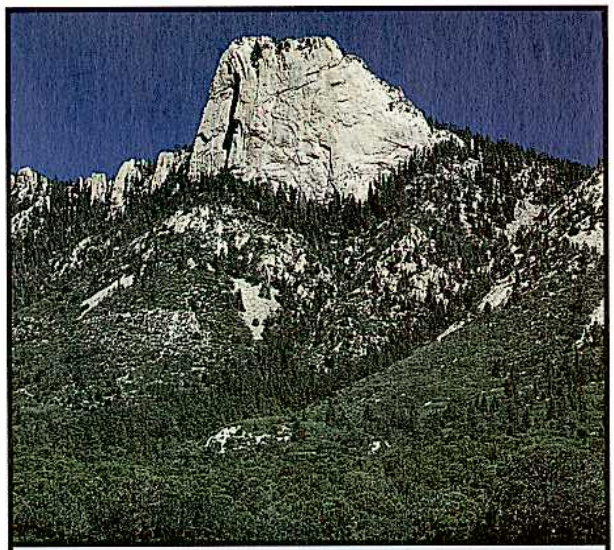
Scouting cannot offer its program and ideals to boys who see no reason to join in the first place, or who are members briefly but find that meetings are boring, the leaders are disinterested, and other Scouts make no effort to extend friendship and support. You can encourage older troop members to play active roles in helping younger boys feel at home in Scouting. By ensuring that the troop's program is strong and varied, adult leaders of a troop can maintain the interest of boys who are already members and can attract others to join, too.

DUTY TO GOD

Scouting has a continuing commitment to encourage moral, ethical, and spiritual growth. In the Scout Oath, "duty to God" reminds everyone that a Scout is reverent.

The Boy Scouts of America is a nonsectarian organization advocating a devout belief in deity through the Scout Oath and Law. Article IX, Section 1, Clause 1 in the *Charter and Bylaws* states in part, "The Boy Scouts of America maintains that no boy can grow into the best kind of citizen without recognizing an obligation to God." The BSA expects its members to accept the religious principles stated in the bylaws, the Scout Oath and Law, and the application for membership.

Religious instruction is the responsibility of a boy's parents or guardian and his religious institution. Without being sectarian, Scout leaders can be positive in their religious influence and can encourage Scouts to earn the religious emblem of their faith.



Grace at Meals

Conduct grace at meals in a manner that is conducive to reverence. A patrol or troop might wish to adopt an appropriate grace that can be recited in unison. The Philmont Grace is used by many Scout groups:

Philmont Grace

For food, for raiment,
For life, for opportunity,
For friendship and fellowship,
We thank Thee, O Lord.
Amen.

Respect for the Beliefs of Others

The Scout Law teaches, "A Scout is reverent." A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others. It is important that Scouts recognize the beliefs of other Scouts and respect those beliefs.

Scout outings and other activities that span weekends should include an opportunity for members to meet their religious obligations. If services for members of each faith will not be available, the BSA recommends an interfaith service. As you consider such a service, keep in mind that some religions have specific requirements that cannot be fulfilled through an interfaith service, and other arrangements might be necessary for Scouts of those faiths. Any scripture readings, prayers, hymns, and other parts of an interfaith service must be considerate of the beliefs of all those present.

INAPPROPRIATE BEHAVIOR

Successful Scouting is built upon the boy-led troop and the boy-led patrol. The boys themselves hold positions of leadership, develop the program, and carry out projects and activities. They also have the responsibility to establish codes of behavior based on the principles of the Scout Oath and Law. When a troop member oversteps the boundaries of that code, it is up to the members of the patrol leaders' council to let the boy know "We don't do that here" or "That is not acceptable behavior for a Scout."

Serious or recurring negative activity might require the involvement of the Scoutmaster and other adult leaders in a firm, fair manner. Instances of cheating, lying, inappropriate language, vandalism, or fighting can sometimes be explored through reflection and counseling.

A boy who continually disrupts meetings or whose actions endanger himself or others during Scouting activities should be sent home. Contact his parents or guardian, explain the situation to them, and discuss ways that the family and the troop can work together to better integrate the boy into the Scouting program. Discipline problems that might lead to a boy's permanent removal from the troop should be handled by the Scoutmaster and the troop committee and should always involve the boy's parents or guardian.

Physical discipline is not appropriate. Spanking, shaking, slapping, and other forms of corporal punishment should never be used by Scout leaders.

DEALING WITH BEHAVIORAL CONCERNS

In your role as Scoutmaster, there is a possibility that you will notice a boy struggling with personally troubling behavioral issues. He might seem unusually apathetic. Dramatic changes in his life situation might have left him confused and depressed. Other atypical behavior might come to your attention because it is overdone or goes on too long.

The BSA does not expect you to be an amateur psychologist. It is not your responsibility to "treat" the symptoms of a Scout you are worried about. However, you can be of great service to him by showing caring acceptance and genuine concern for his well-being. Discuss the situation with his parents or guardian and with members of the troop committee to determine additional ways to provide support.

If you suspect that a Scout is in immediate danger of causing harm to himself or to others, a more immediate response might be required:

- Continue to express acceptance. No lectures.
- Make eye contact and ask direct questions that require a commitment from him that he will not harm himself or others.
- Do not leave him alone.
- Get him to his parents or guardian, to medical attention, or to other qualified help via a crisis center hotline.

SCOUTS WITH SPECIAL NEEDS

The new-Scout conference with the parents or guardian of a boy joining the BSA is an important time for troop leaders to discover and discuss any special needs a boy might have. Allergies and asthma are not uncommon among young people. Physical, mental, and learning difficulties can be immediately noticeable or very subtle. Some boys in your troop might require a regular schedule of prescription medication.

The basic premise of Scouting for youth with special needs is that every boy wants to participate fully and be respected like every other member of a troop. While there are, by necessity, troops composed exclusively of Scouts with disabilities, experience has shown that Scouting usually succeeds best when every boy is part of a patrol in a regular troop.

Working with Scout-age youth who have special physical, mental, or learning challenges will require patience and understanding on the part of troop leaders and other Scouts. Begin by seeking the guidance of the boy's parents or guardian. They know him better than anyone. With their permission you might also wish to consult with the boy's teachers, physician, physical therapist, and others who can suggest appropriate means for involving him in the Scouting program. Those resources can be especially helpful if the troop does not have adult leaders experienced in dealing with a particular disability. If that's the case, parents or guardians should understand that they might be asked to provide additional assistance with their son's Scouting experience. You might also want to assign one or more of the troop's older Scouts to help. The rewards can be great for those older Scouts as well as for the boy they take under their wing.

Advancement

Scouts with physical or mental disabilities may advance through Scouting's ranks by meeting the regular advancement requirements or approved alternatives. See *A Guide to Working With Scouts With Disabilities* or *Advancement Committee Policies and Procedures* for information on alternative requirements for special-needs Scouts.

For the ranks of Tenderfoot, Second Class, and First Class, a council advancement committee may allow a Scout to complete alternative requirements tailored to his ability. The substitute requirements must be as demanding of effort as are the requirements they replace.

Scouts unable to complete one or more of the merit badges required for the ranks of Star, Life, and Eagle may apply to the council advancement committee for alternate badges. Use the Application for Alternate Eagle Scout Rank Merit Badges.

Scouts with permanent mental disabilities may request extended membership beyond the age of 18 in the Boy Scouts of America.

Outdoor Program

To the fullest extent possible, Scouts with special needs should be given opportunities to hike, camp, and take part in other patrol and troop outdoor activities. Many public campgrounds and Boy Scout camps have wheelchair-accessible facilities to accommodate individuals with special needs.

The National Information Center for Children and Youth with Disabilities (NICHCY) provides a number of helpful fact sheets discussing characteristics, incidence, and educational implications of various disabilities. The information is free of charge and can be ordered by telephone, 800-695-0285, or by e-mail, nichcy@aed.org.

Scouts With Prescription Medications

Prescription medication is the responsibility of the Scout taking the medication and/or his parent or guardian. A Scout leader, after obtaining all the necessary information, can agree to accept the responsibility of making sure a Scout takes the necessary medication at the appropriate time, but BSA policy does not mandate nor necessarily encourage the Scout leader to do so. Also, if your state laws are more limiting, they must be followed.

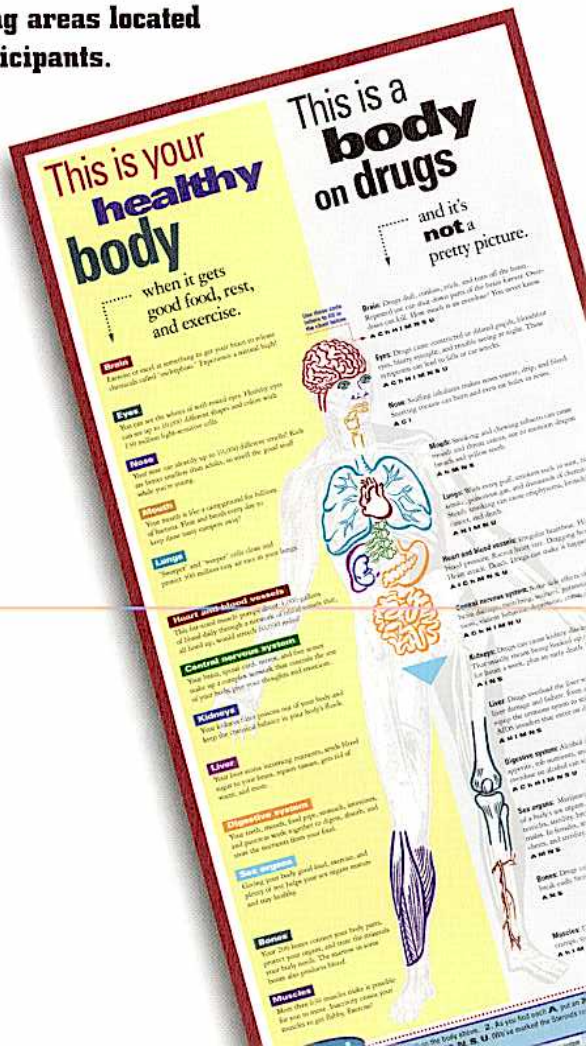
BSA POLICY ON DRUG, ALCOHOL, AND TOBACCO USE

The dangers of tobacco, alcohol, and drug use are well known. In making Scouting a suitable environment for young people, Scoutmasters have a duty to keep these substances out of their troops. Scoutmasters can be especially effective as role models by setting healthy examples in their attitudes toward tobacco, alcohol, and controlled substances.

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members.

Adult leaders should support the attitude that young adults are better off without tobacco and *may not allow the use of tobacco products at any BSA activity involving youth participants.*

All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.



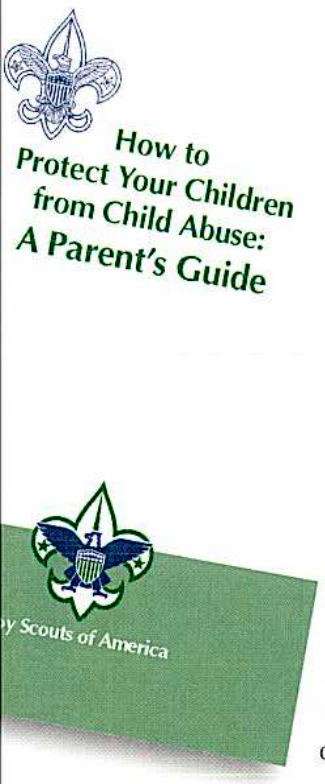
SEXUAL ISSUES AMONG SCOUTS

The years that boys are Scouts, ages 11 through 17, are a period of enormous growth in many areas of their lives. Among the most profound changes for each boy is his increasing sexual maturity and his developing attitudes about sexuality. His body is changing in dramatic ways. He is struggling to discover how he fits in with others and how to deal with sexual impulses in ways that are healthy, well informed, and in keeping with his beliefs.

Throughout its history, the Boy Scouts of America has endeavored to embrace policies that address matters of sexuality in ways that are good for its members and are in keeping with the organization's core values. Scouts today are faced with a much different world from the one boys had in 1910 when the BSA was established, or even 20 or 30 years ago when many of today's Scoutmasters were themselves Boy Scouts. Scouting's policies and leadership training have evolved through the decades to address in the best way possible the challenges and opportunities of the times.

The Scoutmaster's Responsibility

When it comes to sexual issues, a Scoutmaster's responsibility is the same as for all other circumstances facing boys—to ensure that the troop is a supportive environment for them both physically and emotionally. Scoutmasters who have established a relationship of trust with troop members and who are willing to listen carefully and compassionately to what boys are saying have the best chance of understanding the Scouts' concerns—sexuality included—and the greatest success in providing them with guidance that will have real meaning.



By their own example and through encouragement from others, Scout leaders can steer Scouts away from vulgar jokes, disrespectful skits, inappropriate literature (which should be destroyed without a "display"), or other forms of negativity that denigrate people based upon their gender or sexuality. Such behavior is not in keeping with the Scout Oath and Law and should not be tolerated in a troop.

The Scout Oath instructs boys to be morally straight. Abstaining from sex until marriage can bring with it a lifetime of rich, rewarding experiences gained from within a committed relationship and built upon religious values. In addition, refraining from sexual activity is healthy behavior for young people. Abstinence prevents unintended pregnancies and sexually transmitted diseases including AIDS, and is consistent with the values of Scouting.

Scoutmasters must keep in mind that boys should learn about sex from their parents, guardians, or others empowered by their families to guide them. No Scoutmaster should undertake to teach Scouts, in any formalized manner, about sexual behavior. If a Scout comes to you with questions of a sexual nature, answer them as honestly as you can and, whenever it is appropriate, encourage him to share his concerns with his parents or guardian, spiritual leader, or a medical expert.

The BSA does not expect you to know how to handle every incident involving sexual issues. If you are unsure how to respond to a situation, speak with the BSA professional staff of your district and council. They can help you locate and secure professional assistance.

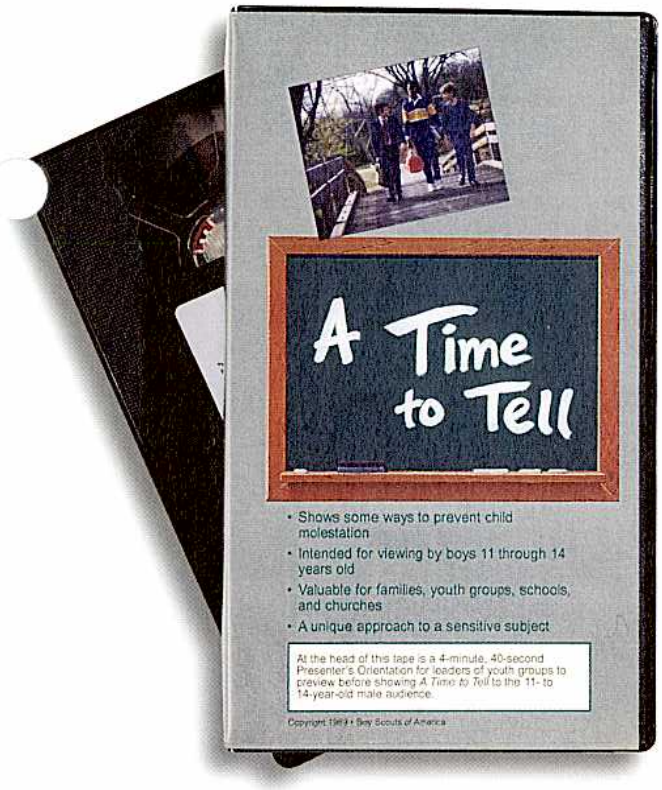
YOUTH PROTECTION GUIDELINES

Child abuse is a critical problem in America, with several million incidents reported each year. Emotional abuse occurs when a young person is continually berated and denigrated, severely jeopardizing his self-esteem. Physical abuse is the bodily injury of a child. Sexual abuse is any sexual activity between an adult and a child or between children when there is an unequal distribution of power, as is the case when one child is significantly older or larger.

Troops are strongly encouraged to periodically conduct Youth Protection training for their Scouts, parents, and guardians. The video *A Time to Tell* was produced by the BSA to address the problem of sexual abuse of boys ages 11 through 14. The video is supported by a leader's guide that emphasizes the key issues and provides an agenda for the training session. It is recommended that a member of the troop committee be responsible for Youth Protection training. Parents and guardians should be informed in advance that this video will be shown, and they should be encouraged to attend the viewing.

Leadership Requirements

Adult leaders must be the correct age, subscribe to the BSA Declaration of Religious Principle, consent to a criminal background check, and abide by the Scout Oath or Promise, and the Scout Law.


A Time to Tell
• Shows some ways to prevent child molestation
• Intended for viewing by boys 11 through 14 years old
• Valuable for families, youth groups, schools, and churches
• A unique approach to a sensitive subject
At the head of this tape is a 4-minute, 40-second Presenter's Orientation for leaders of youth groups to preview before showing A Time to Tell to the 11- to 14-year-old male audience.
Copyright 1987 Boy Scouts of America

Additional training is available for Scouting's adult volunteers in the form of a 90-minute videotaped session titled *Youth Protection Guidelines: Training for Volunteer Leaders and Parents,* which prepares them to conduct Scouting activities in accordance with Youth Protection guidelines.

The Boy Scouts of America considers child abuse unacceptable and has developed a five-point strategy to combat it:

- Educate Scouting volunteers, parents, guardians, and Scouts to aid in the detection and prevention of child abuse.
- Strengthen leader selection procedures to prevent offenders from entering the BSA leadership ranks.
- Strengthen policies that create barriers to child abuse within the BSA program.
- Encourage Scouts to report improper behavior in order to identify offenders quickly.
- Swiftly remove and report alleged offenders.

If at any time you suspect an instance of child abuse within the Scouting movement, you must contact your local council Scout executive immediately. Each Scout executive has established contacts with local child protective and law enforcement agencies, and is aware of procedures to be followed to ensure that children will be protected from any further abuse.

As volunteers in Scouting, adult leaders are cautioned not to be investigators of allegations of child abuse. Reports of suspected abuse can best be handled by trained professionals working in cooperation with the local council Scout executive. All states provide immunity from liability to those who report suspected child abuse as long as reports are made in good faith.

Sexual Abuse

Child molesters—individuals who sexually abuse children—do not fit into any convenient profile. They come from all walks of life; they can be respected community professionals or even members of their victims' own families. Children also sometimes molest other children, an activity that is often considered insignificant.

With their parents, guardians, or other trusted adults, all boys joining a Scout troop must complete the exercises in the parent's guide *How to Protect Your Children from Child Abuse,* found in the front of the *Boy Scout Handbook.* This educational program for BSA members and their families includes the "three Rs" of Youth Protection.

For child sexual abuse to occur, four conditions must be present:

- There must be an offender with the motivation to abuse sexually.
- The molester must overcome internal inhibitions against abusing.

The "Three Rs" of Youth Protection

- **Recognize.** A young person must *recognize* situations that could place him at risk of being molested, know how molesters operate, and understand that anyone can be a molester.
- **Resist.** A child needs to know that his *resistance* to the possibility of sexual abuse can be sufficient to discourage most child molesters.
- **Report.** By *reporting* attempted or actual molestations, a child can protect himself and other children from further abuse. He must know that he will not be blamed for what took place.

- The molester must overcome external barriers to abusing.
- The molester must overcome resistance by the child.

The Boy Scouts of America takes strong steps to ensure that these conditions are not present within Scouting. Foremost among them is the integrity of its adult leaders. Being a registered Boy Scout leader is a privilege, not a right. The quality of the program and

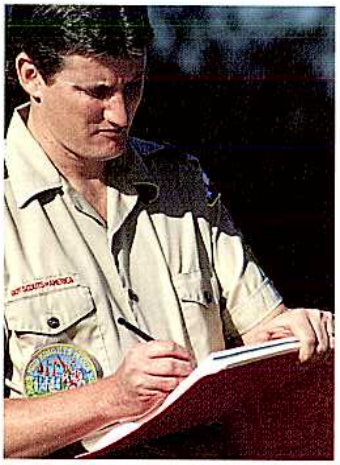
the safety of youth members require that leader selection be taken very seriously. Councils work closely with chartered organizations to guide them in recruiting the best possible leaders for their troops.

While there is no way to detect every potential child abuser in advance of attempted or actual abuse, the Boy Scouts of America clearly conveys the message that Scouting is a hostile environment for individuals who want to abuse children.

In addition to carefully choosing adults to be leaders, the BSA structures further protection for children into its programs. The following policies have been adopted by the Boy Scouts of America to provide additional security for youth and to protect adult leaders from situations in which they might be vulnerable to allegations of abuse:

- **Two-deep leadership.** Two registered adult leaders or one registered adult leader and a parent or guardian of a participant, one of whom must be at least 21 years of age, are required on all trips and outings. The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities. This requirement also applies to the activities of provisional troops and of the Order of the Arrow.
- **No one-on-one contact.** One-on-one contact between an adult and a youth member is not permitted. In situations that require personal interaction, such as a Scoutmaster conference, the meeting must be conducted in view of at least one other adult.
- **Respect of privacy.** Adult leaders must respect the privacy of youth members in situations such as changing into swimsuits or taking showers at camp. In similar situations, adults should also protect their own privacy.
- **Separate accommodations.** When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian. Councils are strongly encouraged to have separate shower and latrine facilities for females. Where separate facilities are not available, separate shower times for males and females should be scheduled and posted.
- **No secret organizations.** There are no "secret" organizations recognized within the Boy Scouts of America. All aspects of Scouting are open at any time for observation by parents or guardians and troop leaders.
- **No hazing.** Physical hazing and initiations are prohibited by the Boy Scouts of America and may not be included as part of any Scouting activity.
- **Appropriate attire.** Proper clothing is required for all Scouting activities. Skinny-dipping is not condoned by the BSA.
- **Junior leader training and supervision.** Adult leaders must monitor and guide the leadership techniques used by junior leaders and ensure that BSA policies are followed.

DOING THE BEST YOU CAN

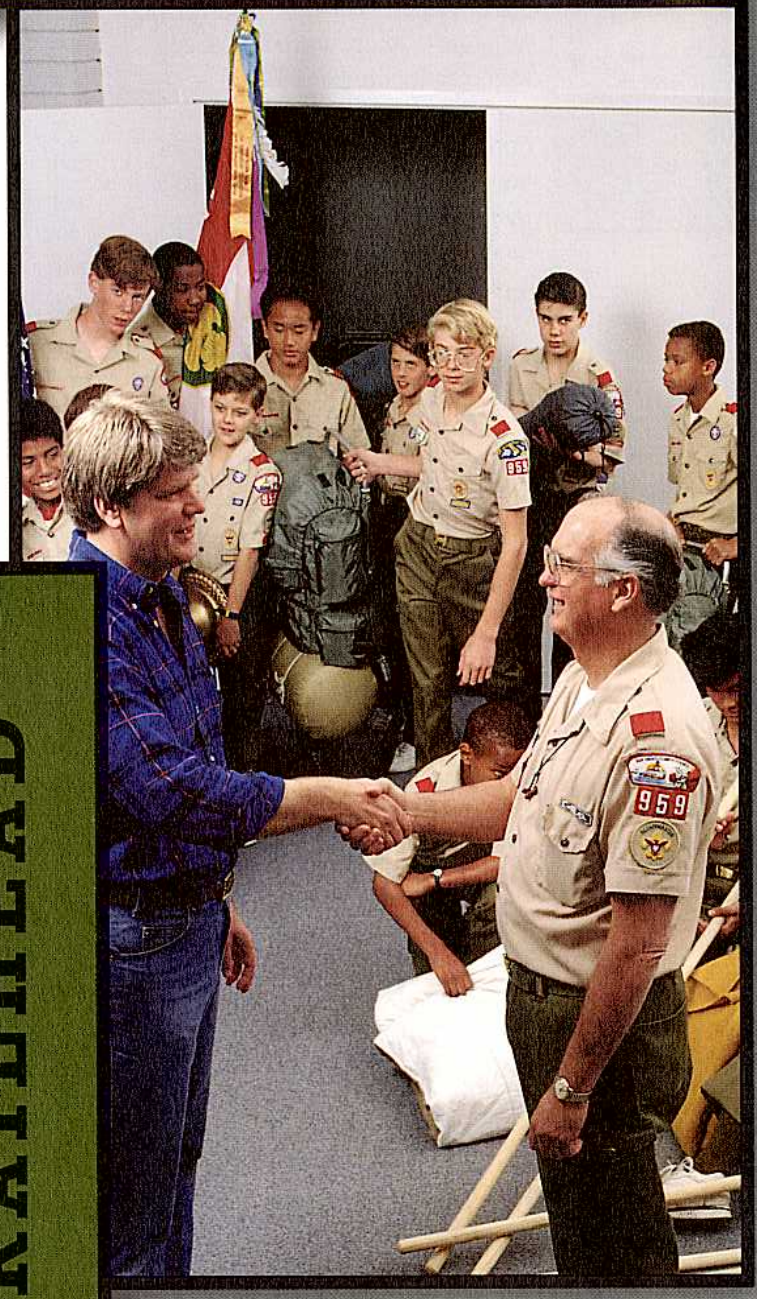


The excitement and challenge of being a Scoutmaster can involve you deeply in your troop. Remember, though, that you can be most effective when you are rested, well prepared, and enthusiastic. From time to time, that might mean giving yourself permission to relax a little away from Scout activities. On camping trips, you might want to rise in the morning ahead of the Scouts so that you can have a quiet half hour to yourself—a chance to enjoy a cup of coffee, take a short walk, or simply sit under a tree and watch the morning unfold.

Give yourself permission to make mistakes. Being a Scoutmaster is a learned skill. The more you do it, the more effective you will be, but even leaders with years of experience find that they still have areas in which they can improve. Scouts will recognize the fact that you are making your best effort and will appreciate you for that.

You are not alone in making your troop a success. Don't hesitate to draw upon the energies and resources of the troop committee, the unit commissioner, the district committee, the local council staff, and the parents or guardians of the boys. And never forget that Scouting is designed to allow the boys themselves to lead the troop. Give boys the confidence to run meetings and take a leading role in outdoor activities, and you will then be able to step back and allow the troop to operate on its own. Of course, you will still make some of the big decisions and should be available whenever Scouts want help, but the more responsibility the boys are able to carry, the lighter the load will be on your shoulders.

MEMBERSHIP



TRAILHEAD

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MEMBERSHIP

THE INFLUX OF NEW SCOUTS is an essential element of a healthy Scout troop. Boys joining a troop bring fresh enthusiasm and energy to the entire program. There are many ways that Scoutmasters and other adult leaders can encourage boys to join Scouting and to make them comfortable in their first meetings. Troops that are recruiting boys to join their ranks have a responsibility to deliver a program that lives up to the promise of all that Scouting can be.

Before we can put the values of Scouting into boys, we must first put boys into Scouting.

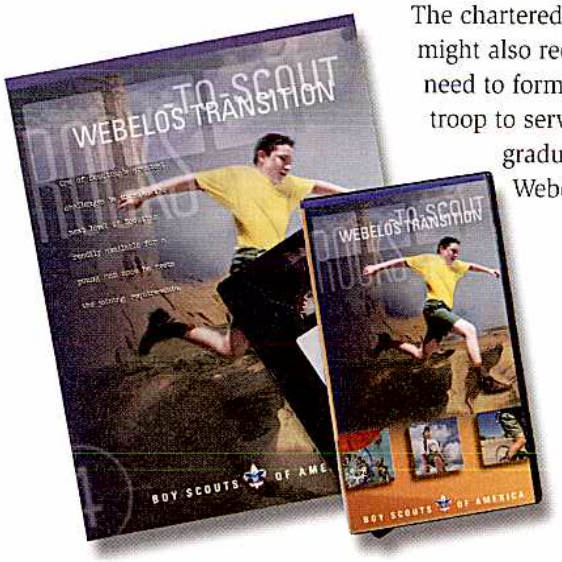
Most boys who are candidates for troop membership fall into one of two categories—Webelos Scouts who are ready to graduate to a Boy Scout troop, and boys who have had no Scouting experience.

RECRUITING WEBELOS SCOUTS

The organization chartered to operate a Boy Scout troop can also serve younger boys by operating a Cub Scout pack. The Webelos den of such a pack provides its Webelos Scouts (who are at least 10 years old or have completed the third grade) with a foundation for their transition into Boy Scouting.

Many troops assign an assistant Scoutmaster or a troop committee member to develop a relationship with the Cubmasters and Webelos den leaders of the neighboring Cub Scout packs. This person serves as a resource during Webelos overnight activities and can assist the Webelos den chief in building enthusiasm among the boys and their parents or guardians for the exciting challenges of Boy Scouting that await.

A chartered organization that operates a Cub Scout pack but no Scout troop may develop working relationships with an established troop in its area. The chartered organization might also recognize the need to form its own Scout troop to serve boys as they graduate from Webelos Scouting.



Using the Webelos-to-Scout Transition *brochure (No. 18-086) and video (No. AV-02V012) help smooth a Webelos Scout's passage to Boy Scouting.*

Welcoming Webelos Scouts

When a Webelos den graduates into the troop, the assistant Scoutmaster and the Webelos den chief can continue to work with the boys as they form into a new-Scout patrol. Likewise, adults associated with a Webelos den can move into roles of troop leadership as their den members become Boy Scouts.

The passage from pack to troop should be smooth, with no time lost between the two. The graduation clearly signifies a boy's transition to a new level of Scouting, and can include the presentation of a certificate and a *Boy Scout Handbook*. This *Webelos crossover ceremony* can be conducted at the pack's annual blue and gold banquet. (See "Webelos Crossover Ceremonies" in *Troop Program Resources.)*

Troop–Pack Relations

A strong bridge between a Scout troop and a Cub Scout pack can be a healthy, ongoing relationship that ensures almost all of the Webelos Scouts will progress into the troop. To establish this, a four-step process is suggested:

1. An Orientation at the Beginning of the Webelos Scouting Year

This orientation for Webelos Scouts and their parents or guardians should be held at the beginning of the Webelos Scouts' fourth-grade year. It is presented by the Webelos den leader, the Scoutmaster, and the assistant Scoutmaster assigned to the boys' Webelos den.

The goal of the orientation is to let the Webelos Scouts and their parents know how different Webelos Scouting is from Cub Scouting, and how Webelos Scouting will prepare boys for the bigger adventures of Boy Scouting. It sets the stage for a continuation of boys moving toward the Boy Scout troop.

The troop leaders are introduced and future joint activities are announced, such as the parent-son campout and the Webelos den/Scout troop campout.

2. A Webelos Parent-Son Campout

The Scout troop should host a Webelos parent-son campout in the spring for first-year Webelos Scouts. This activity is designed to support the Webelos Scout Outdoorsman activity badge. The troop can best be of service by providing a few knowledgeable Scouts and leaders to give logistical and teaching support on the campout.

This joint activity will build a level of comfort between the Webelos Scouts and their parents and the Scouts and adults in the troop. When the time comes to move into a Scout troop, it will not be a leap into the unknown, but an easy passage into a familiar and friendly situation.

A guide for the Webelos parent-son campout can be found in the *Cub Scout Leader Book*.

3. A Webelos Den/Scout Troop Campout

An invitation from the troop to the second-year Webelos den to go on a fall campout will further strengthen the relationship between the Webelos Scouts and their parents and the Scout troop. This one-night outing is one of the requirements for the Arrow of Light Award. It will help the Webelos Scouts and their parents see what to expect in future camping experiences. The troop should cook and camp by patrol, using patrol skills and activities in which each Webelos Scout can participate.

4. A New-Scout Conference for Webelos Scouts

The new-Scout conference for a Webelos Scout should be held a month or two before the boy graduates into the troop. The conference is conducted by the Scoutmaster or by the assistant Scoutmaster assigned to the new-Scout patrol. It should be unhurried and in view of at least one other adult.

The Webelos Scout should be encouraged to set both short- and long-term goals for himself. A short-term goal might be to attain the rank of Tenderfoot; a long-term goal could be to serve as patrol leader.

Here are a few suggested discussion points:

- The meaning of the Scout Oath and Law
- The advancement program
- Troop camping
- The patrol method
- Summer camp

The second part of the new-Scout conference should include the parents or guardian. See the information under "Parents' Conference" later in this chapter for ideas on this session.

RECRUITING BOYS WITH NO SCOUTING EXPERIENCE

The most effective recruiters of boys with no Scouting experience are the Scouts who are currently members of a troop. After a campout or a weekend backpacking trip they'll tell their friends at school about the great time they had. The more that boys hear from their peers about the opportunities for adventure that Scouting provides, the more eager they will be to join. Success leads to success—offer a varied, exciting program with plenty of outdoor activities, and boys will seek it out.

Many troops encourage Scouts to recruit new members by offering incentives—patches, prizes in the form of camping gear, T-shirts, or other tokens of thanks.

Registering New Scouts

Boys who are between the ages of 11 and 18 can join a troop at any time during the troop's charter year by submitting the youth application with the prorated fees to the local council service center. Be sure to register boys as soon as they join, as they are not members of the Boy Scouts of America until they are registered.

INVITING BOYS BACK

Boys drop out of a troop for a variety of reasons—scheduling conflicts with sports or school, loss of interest in the program, part-time jobs, family responsibilities, etc. Stay in touch with those boys by making phone calls, sending them the troop newsletter and program schedule, and keeping them up-to-date on Scouting activities. Let them know they are missed and are welcome to return to the troop at any time. Many will.

TRANSFERS

When a Scout in your troop will be moving to a new area, provide him with a Transfer Form with up-to-date information about his advancement, leadership positions, and registration dates. (See a sample Transfer Form in the "Forms" section of *Troop Program Resources.)* The application ensures that the next troop he joins recognizes his BSA achievements and fully credits his experience and rank advancement. Likewise, when a boy transfers from another troop to yours, use his Transfer Form to bring your troop records up-to-date.

If a boy is unsure how to find a Scout troop in his new area, contact the local council service center there for the name and phone number of the Scoutmaster of the appropriate troop. Alerting the new troop to the arrival of a prospective member will allow the Scoutmaster to contact the boy and his family, welcome them to the area, and pave the way for the boy to join the new troop.

SCHOOL VISITS AND TROOP OPEN HOUSES

Experience has proven that fifth- and sixth-grade boys are often receptive to join a troop, especially in the early spring. Many school administrators understand the supplemental educational values of Scouting and might allow a representative from your troop to come to classrooms or school activities to give a lively and interactive recruiting presentation.

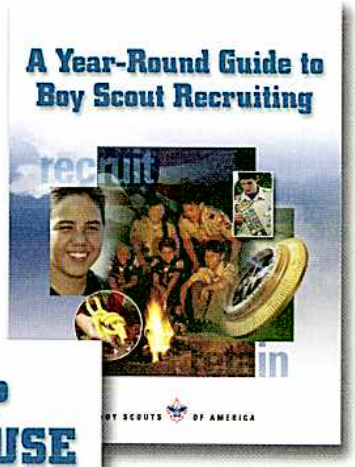
The presentation should be short, but you can increase its effectiveness by having a display of camping and outdoor gear and by bringing along older Scouts, who can more easily interact with the youth and who are strong advocates of a troop's program. Some troops have set up model campsites on school grounds as a way to encourage youth to visit the troop.

Your district membership committee should be able to provide resource materials for school presentations, including handout fliers and survey cards. The High-Adventure Survey, No. 34241, will give an indication of the interest level of the group surveyed and will provide names and contact information for additional follow-up.

District executives might also provide valuable guidance for putting together a troop open house and a year-round Scout recruiting plan. The Boy Scout Troop Open House brochure, No. 18-706, will be a helpful tool for planning recruiting efforts.

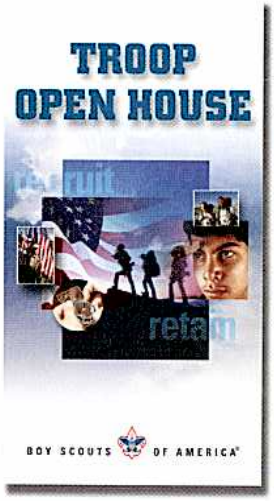
High-Adventure Survey, No. 34241

A Year-Round Guide to Boy Scout Recruiting, No. 18-748



Boy Scout Troop Open House, No. 18-706

Troop Open House *Video, No. AV-02V018*



A Year-Round Guide to Boy Scout Recruiting, No. 18-748, lays out a year-round growth plan that will help a troop organize its Webelos-to-Scout transition and recruit new boys.

Many troops use local newspapers and other media to publicize courts of honor, campouts, and other special events, both to recognize the activities of current troop members and to alert other boys of the adventure and achievement they can find by becoming Scouts.

THE NEW-SCOUT CONFERENCE

Conduct a conference with each new Scout in the troop as soon as possible after he joins. If he was a Webelos Scout and recently earned his Arrow of Light Award, the conference can even take place before he attends his first troop meeting.

You might already know quite a bit about the boy, especially if he has been in a Webelos den or has been observed and guided by an assistant Scoutmaster and den chief working with Webelos and new Scouts. Even so, the new-Scout conference is invaluable for building a fruitful, lasting connection with the boy and his family.

As with all other Scoutmaster conferences, help the boy feel at ease. Encourage him to tell you about himself and his interest in Scouting, and listen carefully to what he has to say. You might want to broaden the discussion by asking him about his hobbies and about things he enjoys doing with his family and friends.

Walk him through the joining requirements and review the Tenderfoot requirements. Discuss how the troop and patrols work, and get him excited about the outdoor program, especially the troop's next adventure. Explain that the Scout Oath and Law are not just to be memorized but should be used as guidelines for living. Ask him to explain the Good Turn and to describe ways he can do his duty to God.

As you close the conference, give him a firm handshake and again welcome him into the troop. Let him know that you and other troop leaders are there to help him get the most out of Scouting, and that he can talk with you anytime about any subject. Remind him that you look forward to your next conference with him as soon as he has completed his Tenderfoot requirements.

PARENTS' CONFERENCE

In addition to the new-Scout conference, hold a conference with the new Scout's parents or guardians. An assistant Scoutmaster working with new Scouts may conduct this conference, though Scoutmasters often find it important to meet with the parents and guardians themselves, either alone or with the assistant Scoutmaster. The meeting should take place at the family's convenience and possibly in the Scout's home.

Parents and guardians will no doubt have many questions about Scouting and about their son's involvement in it. They might want to know how much it will cost, what equipment and uniforms the boy will need, and how much time will be involved in troop activities. Listen carefully to their concerns and provide clear, honest answers. Give them a copy of the troop's calendar so that they can see when meetings, campouts, and other events are scheduled.

Ask the parents/guardians for some specific benefits they hope their son will gain from Scouting. Explain that the troop will provide the boy with a framework in which he can succeed by his own efforts and dedication. Briefly describe the BSA's advancement program

and give an overview of the rank requirements. Discuss the educational values of Scouting as well as the aims and the ideals, emphasizing the Scout Oath and Law.

Be honest with parents/guardians if they have any unrealistic expectations. They should know right from the start what Scouting is—and what it is not.

In closing, ask them to fill out a Troop Resource Survey Sheet, and discuss ways they might be able to help the troop by providing transportation, refreshments, etc. Most parents and guardians expect to be asked to help. Welcome them to the Scouting program as important partners in their son's success.

MEMBERSHIP REQUIREMENTS

The following policy, as stated in the *Rules and Regulations of the Boy Scouts of America,* Article XI, Section 3, Clause 8, provides a Scout troop the authority to determine its own membership:

"Scouting units are small, intimate groups. In the Cub Scout and Boy Scout programs, the units are made up of even smaller groups, dens and patrols, which often meet regularly in private homes. So long as they are faithful to Scouting's membership philosophy. . . it is for the units to determine on the basis of considerations such as group size or youth behavior whether to admit or to continue the membership of a youth member. It is the philosophy of the Scouting movement to welcome all boys and young people, regardless of race or ethnic background, who are willing to accept Scouting's values and meet other requirements of membership. Young people of all religious backgrounds are welcomed in Scouting, some participating in units for youths of a particular religion and the greater majority participating in units open to members of various religious backgrounds."

OPPORTUNITIES FOR OLDER SCOUTS

TRAILHEAD

13

OPPORTUNITIES FOR OLDER SCOUTS

KEEPING OLDER BOYS INVOLVED in Scouting is a special challenge for Scoutmasters and other adult leaders. Scouts in a troop can be any age from 11 through 17. That's a broad range of interests, experience levels, and physical and psychological development. The opportunities enjoyed by younger Scouts—especially completing the requirements for First Class—are not as likely to hold the interest of boys who have completed those requirements and have several years of troop adventures under their belts.

Older boys are a tremendous resource for Scouting. They often have the knowledge, experience, and maturity to be leaders and to serve as role models for younger boys. They energize Scout activities, bringing depth and quality that help ensure a strong, vibrant program for all members.

The attractions of sports, school, dating, and other activities might also increase as boys get older. Scout leaders who acknowledge these interests and work with them rather than against them will have the greatest success in retaining older-boy membership. Among the ways Scout leaders can encourage older boys to continue in Scouting are the following:

- Troop leadership and responsibility
- Venture patrols
- Varsity Scouting
- Venturing
- Order of the Arrow
- Alpha Phi Omega National Service Fraternity
- National Eagle Scout Association

TROOP LEADERSHIP AND RESPONSIBILITY

Older Scouts often thrive when given real leadership opportunities. As patrol leaders, senior patrol leader, assistant senior patrol leader, and junior assistant Scoutmasters, they can bring their experience and knowledge to Scouting in very positive, constructive ways. Older boys meeting as the patrol leaders' council can determine a troop's annual program calendar and then bring it to life for themselves and the rest of the troop.

Older Scouts will have plenty of chances to share Scouting skills with younger boys, helping them complete rank requirements and giving them guidance on hikes, campouts, and other adventures. Experienced Scouts may also continue their own advancement by challenging themselves to become Eagle Scouts and perhaps earn Eagle Palms. Recognitions such as the William T. Hornaday Awards, BSA Lifeguard, 50-Miler Award, and religious emblems offer additional areas of exploration and achievement.

Scoutmasters who view older Scouts as valuable resources and who seek out ways to utilize their skills and acknowledge their service will be rewarded many times over.

VENTURE PATROLS

A *Venture patrol* is an *optional* older-boy patrol (ages 13 through 17) within a troop. It is led by a member elected as *Venture patrol leader.* Venture patrol members continue to advance through Scouting's ranks as members of the troop and may hold positions of troop leadership. They wear the Boy Scout uniform with the Venture identification strip above the right pocket.

Venture patrols keep older members interested in Scouting by providing them with enhanced program opportunities that are more challenging than those offered to younger boys. For example, a Venture patrol might spend several months learning how to paddle and portage canoes, brushing up on reading maps, and researching the food and gear needed for long journeys. With the skills mastered, they plan and set out on a canoe-camping *ultimate adventure*—miles of canoe travel along lakes and rivers, finding their way with a map and compass, and pitching their tents each evening on the shore. Venture patrols might also select a sport such as basketball or soccer, and spend a season sharpening their skills to challenge other Venture patrols or to compete among themselves.

Venture and Varsity Program Features

Venture patrols and Varsity Scout teams can choose from among the following high-adventure and sports features and then devote their energies to a program feature for three months. Each high-adventure feature leads to an ultimate adventure, such as an extended winter camping trip. Sports features are highlighted by games and league competition with other Varsity Scout teams. Upon completing a feature, Venture and Varsity Scouts may be awarded an activity pin to acknowledge their achievement.

BSA literature supports each Venture and Varsity program feature. In addition, Venture patrol and Varsity Scout team leaders can draw upon outside experts to guide them through a sports program feature or high-adventure activity.

High Adventure
Backpacking
Canoe Camping
Caving
Cycling
Discovering Adventure
Fishing
Freestyle Biking
Frontiersman
Mechanics
Orienteering
Rock Climbing and Rappelling
Snow Camping
Survival
Whitewater Canoeing

Sports
Basketball
Bowling
Cross-Country Skiing
Roller Hockey
Shooting Sports
Soccer
Softball
Swimming
Tennis
Triathlon
Volleyball
Waterskiing

VARSITY SCOUTING

Varsity Scouting is an exciting program of the Boy Scouts of America for boys who are 14 through 17 years old. Unlike a Venture patrol, which is part of a troop, a *Varsity Scout team* stands alone, meeting and conducting activities apart from any troop. The chartered organization that operates a Varsity Scout team might also operate a Cub Scout pack, a Boy Scout troop, and a Venturing crew, allowing boys to move up through the units as they become older.

A Varsity Scout team is divided into *squads* of four to eight members—just the right size to take maximum advantage of a great variety of activities and to offer plenty of opportunities for everyone to serve as leaders. Every squad elects a *squad leader.* The *team captain*—a Varsity Scout elected by all the team members—conducts meetings and works with adult leaders (the Coach, assistant Coaches, and program advisers) to develop and carry out an effective program.

Varsity Scouts may wear Scout shorts and a tan knit Varsity shirt as an activities uniform. For more formal occasions, Varsity Scout team members wear traditional Boy Scout uniforms with orange shoulder loops and a Varsity Scout identification strip above the right pocket.

Varsity Scouting has five fields of emphasis. Each holds equal importance, and all five are balanced in the team's program offerings:

- **Advancement.** Varsity Scouts use the same advancement program as do Boy Scouts. They may also receive recognition offered through the 50-Miler Award; Mile Swim, BSA; and other award programs of the Boy Scouts of America.

  A Varsity Scout can meet the leadership requirements for the Star and Life ranks by serving as team captain, cocaptain, program manager, squad leader, or other acceptable leadership role assigned by his Coach. The acceptable positions of leadership to meet the requirements for Eagle are listed on the Eagle Scout Application.

- **High adventure/sports.** Varsity Scout teams plan and take part in tough physical and mental activities—endeavors as wide-ranging as snow camping, whitewater rafting, backpacking, swimming, and roller hockey. In addition to learning and practicing the skills they need in order to enjoy the activities they choose, many Varsity Scout teams also set their sights on extended once-a-year experiences at a BSA high-adventure base or another location selected by the team.

- **Personal development.** Varsity Scouting stresses personal development through spiritual growth, leadership, citizenship, physical fitness, and advancement toward the Eagle Scout rank. Varsity Scouts can also seek ways to attend national and world jamborees and to take part in programs emphasizing conservation, academics, and scholarship.

- **Service.** Team members carry out service projects that benefit their chartered organization, their community, the environment, and needy individuals.

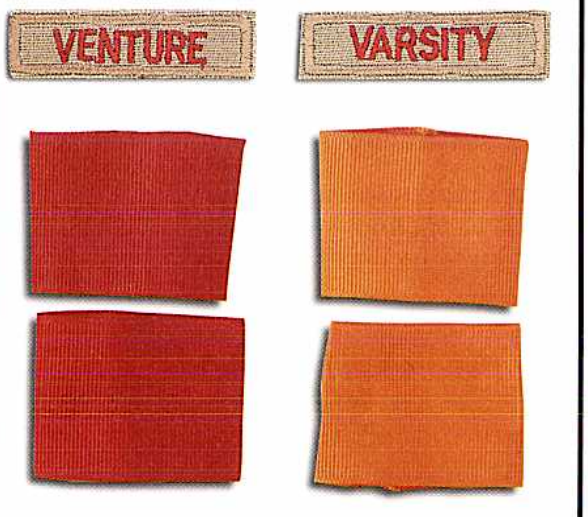
- **Special programs and events.** Varsity Scouts can take part in special programs and events on the district, council, regional, and national levels.

(For more on Varsity Scouting, see the *Varsity Scout Leader Guidebook.*)

Venture Patrol/Varsity Scout Team Comparison Chart

Venture patrols and Varsity Scout teams are in separate programs that share the same program features. This chart explains their differences:

Venture Patrol	Varsity Scout Team
Troop	Team
Assistant Scoutmaster	Coach
Senior patrol leader	Captain
Patrol	Squad
Patrol leader	Squad leader
Minimum age—13	Minimum age—14
Red tabs	Orange tabs
Part of a troop	Stand-alone unit



VENTURING

Venturing is a stand-alone program of the BSA for young men and women ages 14 through 20 who have completed the eighth grade and who subscribe to the Venturing Oath and Code. The chartered organization that operates a Cub Scout pack, Boy Scout troop, or Varsity Scout team might also operate a *Venturing crew.* Many Venturing crews specialize in a specific hobby, sport, or outdoor program area—everything from mountain search-and-rescue to photography. Crew activities allow members—called *Venturers*—to provide community service, enjoy outdoor adventures, increase physical fitness, and develop their leadership, social, and ethical decision-making skills.

High-adventure Venturing crews focus on activities that encourage members to learn and practice advanced outdoor skills. Whitewater kayaking, rock climbing, sailing, scuba diving—the list is as long as the imaginations and dedication of the Venturers themselves. A high-adventure crew may be formed by and for older boys from a Scout troop or Varsity Scout team who are seeking further Scouting opportunities and challenges.

ORDER OF THE ARROW

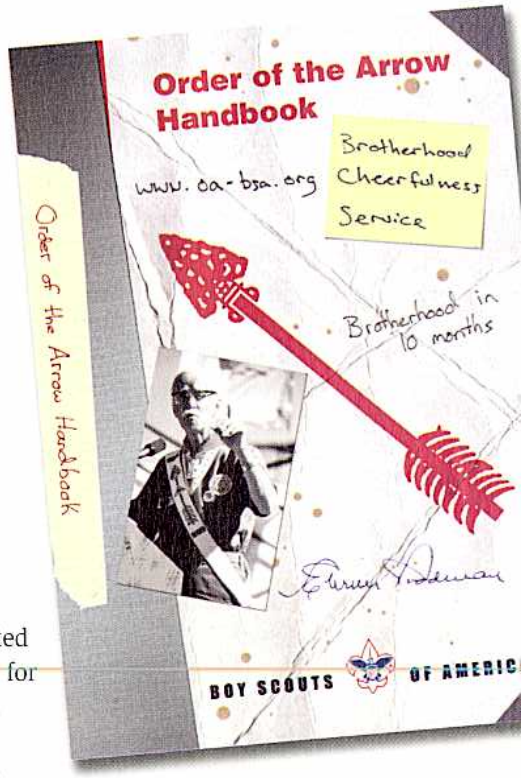
The Order of the Arrow (OA) is Scouting's national honor society. More than 183,000 members strong, it recognizes those Scout and Scouter campers who best exemplify the Scout Oath and Law in their daily lives, develops and maintains camping traditions and spirit, promotes Scout camping, and crystallizes the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others. The Order can help strengthen troops by providing leadership training and opportunities for OA members and by assisting in summer camp promotion, camporees, Scout shows, and other activities.

The Order of the Arrow was founded in 1915 by Dr. E. Urner Goodman and Carroll A. Edson at Treasure Island, the summer camp of the BSA's Philadelphia Area Council. The Order of the Arrow became an official part of the Boy Scouts of America in 1948.

To become an Order of the Arrow member, a registered Boy Scout or Varsity Scout must hold the First Class rank or higher. He must have taken part in a minimum of 15 days and nights of Scout camping in a two-year period, including six days and five nights of resident camping at a local council or National Council facility operated and accredited by the Boy Scouts of America. Eligible Scouts must then be elected to the Order by other members of their troop or team, following approval by their Scoutmaster or Varsity Scout team Coach. (For guidelines on the OA selection process, see the *Order of the Arrow Handbook* and the *Order of the Arrow Guide for Officers and Advisers.)*

The two membership levels of the Order of the Arrow are Ordeal and Brotherhood. During the Ordeal period, the first step toward full OA membership, a Scout is expected to strengthen his involvement in his Scout unit and encourage Scout camping.

After 10 months of service and after fulfilling certain requirements, an Ordeal member may take part in the Brotherhood ceremony which places further emphasis on the ideals of Scouting and of the Order. Completing this ceremony signifies full membership in the Order of the Arrow.



Following two years of service as a Brotherhood member, and with the approval of the national Order of the Arrow Committee, a Scout or adult leader may be recognized with the Vigil Honor for outstanding service to Scouting, his OA lodge, and his community. This honor is granted by special selection, and is limited to not more than one person for every 50 members registered each year with a lodge.

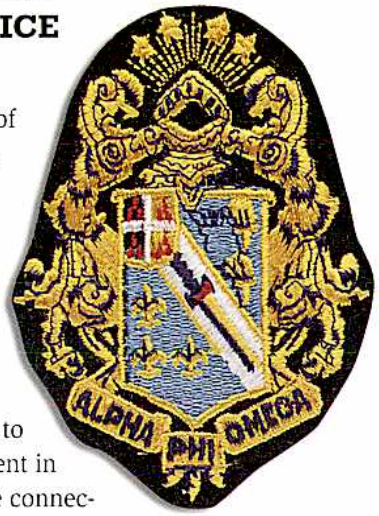
Every BSA local council is granted a charter by the National Council of the BSA to operate an Order of the Arrow lodge. The OA lodge helps the local council provide a quality Scouting program through recognition of Scouting spirit and performance, youth leadership

development, special programs and financial support, and enhanced membership tenure. With the approval of the local council Scout executive, a lodge may divide into chapters to ease the administrative burden of the lodge. The Scout executive is the "Supreme Chief of the Fire" and has the final say in lodge operation.

While it recognizes both Scouts and Scouters, the Order of the Arrow is a youth-led program. Youth members are elected to serve as the national chief, vice chief, and chiefs of four national regions. They also serve as members of the national Order of the Arrow Committee to provide youth input on national OA policy, and they serve as the presiding officers for national and regional OA events.

The national Order of the Arrow Committee oversees the program of the Order of the Arrow. The professional adviser is the director of the Order of the Arrow, a staff member of the National Council's Boy Scout Division. Among the OA's national activities are service projects, college scholarships, Indian camperships, matching grants for council camp improvements, and National Leadership Seminars. Every two years a National Order of the Arrow Conference (NOAC) is held at a major university to train and unite members and leaders of local lodges.

ALPHA PHI OMEGA NATIONAL SERVICE FRATERNITY



Based on the principles of the Scout Oath and Law, Alpha Phi Omega National Service Fraternity (APO) is a national college service fraternity active on many campuses. APO's service program encourages its members to continue their involvement in Scouting through college connections. Many chapters are coeducational. For more information, contact APO's national office:

Alpha Phi Omega National Office
14901 East 42nd Street
Independence, Missouri 64055
Telephone 816-373-8667
E-mail executive.director@apo.org

NATIONAL EAGLE SCOUT ASSOCIATION

The National Eagle Scout Association (NESA) is a fellowship of men who have earned the Eagle Scout Award. The NESA journal, *Eagletter,* highlights the accomplishments of members and brings news of Eagle Scout activities to readers. Applications for joining NESA are available at local council service centers and on the BSA Web site, *http://www.scouting.org.* NESA provides more than 100 college scholarships based on both need and merit. Contact NESA for applications.

AWARDS AND RECOGNITIONS

TRAILHEAD

14

AWARDS AND RECOGNITIONS

THE AWARDS AND RECOGNITIONS program of the Boy Scouts of America provides boys and adult leaders with visible emblems of their achievements. Badges and pins can be strong incentives to inspire Scouts toward further achievement. For adults, recognition of their contributions to Scouting is an important symbol of service and accomplishment within the organization and in the community at large.

SILVER BEAVER AWARD

Detailed information explaining how, when, and where to wear various patches, badges, and medals can be found in the *Insignia Guide.*

AWARDS FOR ADULTS

Awards and recognitions intended for adult members of the Boy Scouts of America fall into two categories—those that can be earned and those that are bestowed.

Bestowed awards and recognitions are granted to adult leaders on the basis of their service, activities, and other efforts in keeping with the spirit of Scouting. Among the bestowed honors are the Silver Beaver Award, George Meany Award, and the Whitney M. Young Jr. Service Award.

The requirements for badges that a leader can *earn* can be found in BSA literature associated with each award. They include the following:

Boy Scout Leader's Training Award Requirements

This award recognizes training, tenure, and performance with the following requirements:

Training

- Complete Boy Scout Leader Fast Start training.
- Complete New Leader Essentials.
- Complete Basic Leader Training for your position.

Tenure

Complete a total of two years as a registered adult Boy Scout leader.

Performance

Do **five** of the following:

— Participate in a support role for five overnight campouts.

— Help with two annual unit and/or district Friends of Scouting campaigns.

— Serve on the staff of a council or district training event.

— Participate in a supplemental training course at either the local council or national level.

— Participate actively in three troop parents' nights or courts of honor.

— Help supervise and support a troop money-earning project.

— Serve as a merit badge counselor for at least five Scouts.

— Successfully complete Wood Badge training.

— Fulfill requirements of a troop committee function as described in the *Troop Committee Guidebook.*

— Assist actively in a Webelos den for six months.

— Participate in six Boy Scout leader roundtables.

— Help organize or reorganize a Scout troop.

Scoutmaster's Key Requirements

This award recognizes Scoutmasters for completing training, tenure, and performance requirements.

Training

- Complete Boy Scout Leader Fast Start training.
- Complete New Leader Essentials.
- Complete Scoutmaster and Assistant Scoutmaster Leader Specific Training.
- Complete Introduction to Outdoor Leader Skills.
- Participate in one supplemental training course either at a local council or national level.
- Participate in at least six Boy Scout leader roundtables a year.
- Conduct troop junior leader training at least three times, as outlined in the *Scoutmaster's Junior Leader Training Kit.*
- Participate as an adult in junior leader training by either serving on the staff or attending the Scoutmaster orientation session of the council junior leader training conference.
- Earn the Boy Scout Leader's Training Award.

Tenure

Complete three years of registered tenure as a Scoutmaster within a five-year period (can include the tenure used to earn the Scouter's Award).

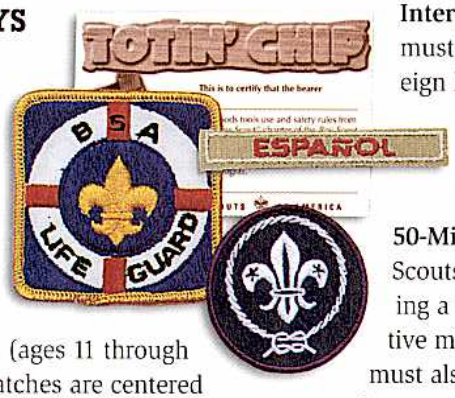
Performance

At least twice during the three-year period, serve as Scoutmaster of a troop that earns the national Quality Unit Award.

National President's Scoutmaster Award of Merit

The National Eagle Scout Association recognizes Scoutmasters who serve with enthusiasm, wisdom, and understanding of the Scouting program. The Scoutmaster does not need to be an Eagle Scout but must meet certain standards. The chair of the troop committee nominates the Scoutmaster on behalf of the patrol leaders' council and the troop committee. Nomination forms are available at local council service centers.

AWARDS FOR BOYS



The awards most frequently earned by boys are merit badges and the Tenderfoot through Eagle badges of rank. Badges of rank may be earned and worn only by registered youth members of the Boy Scouts of America (ages 11 through 17). Rank advancement patches are centered on the left pocket of the uniform shirt. Merit badges are also available only to registered Boy Scouts. They are usually displayed on a merit badge sash, although up to six merit badges may be worn just above the cuff on the sleeve of a long-sleeved uniform shirt.

Election into the Order of the Arrow is an honor that a troop can bestow upon its more experienced Scouts. The Order itself offers numerous recognitions for its members. (For more on the Order of the Arrow, see chapter 13, "Opportunities for Older Scouts.")

Boy leaders may earn training awards by attending certain junior leader training courses. (For more on these opportunities, see chapter 7, "Training Junior Leaders.")

Requirements for all awards available to Boy Scouts can be found in the *Boy Scout Requirements* book.

Other Award Opportunities

Snorkeling, BSA. Scouts earn this award by completing the requirements on the application form.

Boardsailing, BSA. Scouts earn this award by completing the requirements on the application form.

Mile Swim, BSA. The *Swimming* merit badge pamphlet contains information on certifying that a Scout can swim a mile.

BSA Lifeguard. Mastering certain skills in lifeguarding, boat rescues, and advanced rescue techniques qualifies Scouts for this recognition. Check with your local council service center for names of approved BSA Lifeguard counselors.

World Conservation Award. Scouts may qualify for this award by earning these merit badges: Environmental Science, Citizenship in the World, and either Soil and Water Conservation or Fish and Wildlife Management.

Interpreter. A Scout wearing the interpreter strip must be able to carry on a conversation in a foreign language or in sign language, write a letter in the foreign language (not required for signing), and translate orally and in writing from one language to another.

50-Miler Award. The 50-Miler Award is given to Scouts who have taken part in a troop event involving a wilderness trip covering at least 50 consecutive miles over at least five consecutive days. They must also complete service projects that protect or improve the environment.

Historic Trails Award. After researching a historic trail or site and learning about its significance, Scouts hike and camp for two days and one night along the trail or near the site and work with adults to mark and restore the trail or site.

Totin' Chip. The *Boy Scout Handbook* includes information for this award stressing appropriate handling of woods tools.

Firem'n Chit. The Firem'n Chit emphasizes wise use of open fires.

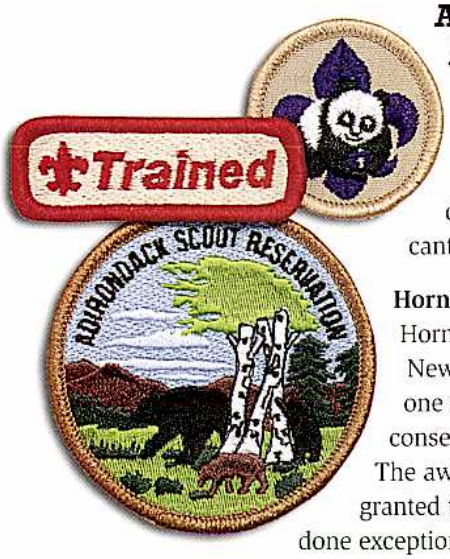
Paul Bunyan Woodsman. A Scout must first earn the Totin' Chip and then help another Scout earn his. The Scout must also demonstrate correct technique with a three-quarter ax or a saw to do a forestry job, and teach other Scouts how to use woods tools safely.

Den Chief Service Award. This special recognition is granted to den chiefs who complete certain service and training requirements found in the *Den Chief Handbook*.

National Honor Patrol Award. The requirements for the members of a patrol to earn this award can be found in chapter 4, "The Boy-Led Patrol."

Religious Emblems

"A Scout is reverent." All Scouts show their faith by doing their duty to God. Some also undertake special service and learning that could qualify them for religious emblems. These are not Scouting awards; each faith group offers its own emblem and has developed the requirements for earning it. (For more information, a boy can contact his religious leader or write to the appropriate address listed under "Religious Emblems" in chapter 17 of the eleventh edition of the *Boy Scout Handbook* or go to *http://www.scouting.org* and click on "Youth Participants," then click on "Awards.")



AWARDS FOR BOTH ADULTS AND BOYS

Many other awards are available to Scouts and Scouters, though the requirements might differ depending upon whether an applicant is a youth or an adult.

Hornaday Awards. William T. Hornaday was the first director of the New York Zoological Society, and one of the most earnest pioneers of conservation in our nation's history. The awards that bear his name are granted to Scouts and Scouters who have done exceptional and distinguished service in conservation. (For more on the Hornaday awards and other conservation-oriented recognitions, see chapter 9, "The Outdoor Program.")

Kayaking, BSA. This is an award for both boys and adults who complete the requirements on the application form.

Leave No Trace Awareness Award. This is a conservation award for both boys and adults.

World Crest. All BSA members may wear the World Crest above the left pocket of their uniform shirts as an expression of world brotherhood.

Service stars, attendance pins, and veteran Scouter awards. These are recognitions for length of tenure with the Boy Scouts of America.

Trained Leader. This emblem is available to all adult leaders who have completed the Fast Start New Leader Essentials basic training programs appropriate to their positions. The embroidered emblem is worn on the left sleeve immediately below and touching the emblem of office for which it was earned.

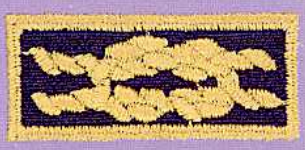
Boy Scout junior leaders who have completed troop junior leader training and den chiefs who have completed the den chief training conference may wear the Trained Leader emblem beneath their badge of office. The Trained Leader emblem may be worn **only** in connection with the emblem of office for which training was completed.

Lifesaving awards. The National Court of Honor presents awards to Scouts and Scouters for rare Scoutlike action. If you learn of an incident that might qualify a boy or leader for this recognition, contact your local council service center for the appropriate forms to begin the evaluation process.

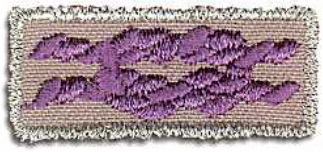
- *Honor Medal.* The highest special award in Scouting is the gold Honor Medal for saving life. It is given by the National Court of Honor to Scouts and Scouters who show heroism, resourcefulness, and skill by saving or trying to save life at great risk of their own. In exceptional cases it is awarded with crossed palms. The award is not given when the action was merely the performance of one's duties.
- *Heroism Award.* This is granted for heroic action involving minimum risk to self.
- *Medal of Merit.* This award is for Scouts and Scouters who have performed an act of service that was rare or exceptional and reflected an uncommon degree of concern for the well-being of others.
- *National Certificate of Merit.* This award is given to Scouts and Scouters who have performed a significant act of service that is deserving of special national recognition.

Square Knots

Embroidered square knots are representatives of metal pin-on awards and are designed for the greater convenience of the wearer. Knots are worn in rows of three above the left pocket.



There is no wearing sequence for square knots, but it is suggested that the knot deemed most important by the wearer be worn on his or her right.



ADULT RELIGIOUS EMBLEM, NO. 05014

ARROW OF LIGHT AWARD, NO. 05018

COMMUNITY ORGANIZATION AWARD

CUBMASTER AWARD, NO. 05022

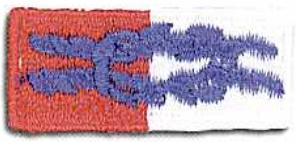
CUB SCOUTER AWARD, NO. 05017

DEN LEADER AWARD, NO. 05016

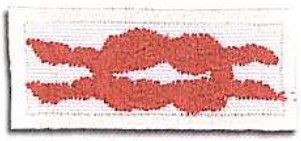
DISTINGUISHED COMMISSIONER SERVICE AWARD, NO. 05019

DISTRICT AWARD OF MERIT, NO. 05013

EAGLE SCOUT AWARD, NO. 05011

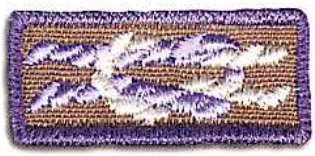


GEORGE MEANY AWARD



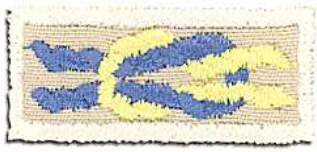
HEROISM AWARD, NO. 05020

HONOR MEDAL, NO. 05010



INTERNATIONAL SCOUTER AWARD

JAMES E. WEST FELLOWSHIP AWARD



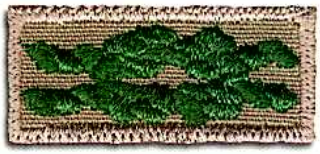
MEDAL OF MERIT, NO. 05025

THE ORDER OF THE ARROW DISTINGUISHED SERVICE AWARD, NO. 6892

PROFESSIONAL TRAINING AWARD

QUARTERMASTER AWARD, NO. 05009

Scouter's Key, No. 05006

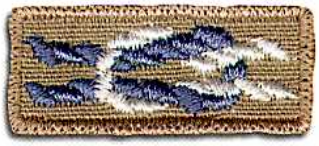


Scouter's Training Award, No. 05008

Scoutmaster Award of Merit, No. 05001

Sea Badge, No. 05527

Silver Antelope Award, No. 5012A



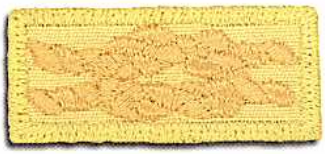
Silver Beaver Award, No. 05003

Silver Buffalo Award, No. 05004

Silver World Award, No. 5019

Tiger Group Den Leader Award, No. 17688

Venturing Silver Award, No. 05027



Webelos Den Leader Award, No. 5064

Whitney M. Young Jr. Service Award, No. 5027A

William T. Hornaday Award

Youth Religious Emblem, No. 05007

THE UNIFORM AND INSIGNIA

TRAILHEAD

15

THE UNIFORM AND INSIGNIA

THE BOY SCOUT UNIFORM has long served as an expression of a Scout's friendliness to all other Scouts regardless of who they are or where they're from. The uniform represents Scouting's spirit of equality and democracy, and identifies a boy as a brother to every other Scout. Wearing the uniform promotes comradeship, loyalty to one's patrol and troop, and public recognition of membership in the Boy Scouts of America.

A boy is not required to have a uniform in order to be a Boy Scout. However, troop leaders should set a good example by wearing the uniform themselves and by encouraging each Scout to acquire and wear a uniform. Scouts can take on projects or find part-time jobs so that they can have the satisfaction of purchasing uniforms with their own money. In many troops, Scouts donate "experienced" uniforms they've outgrown to a uniform bank that in turn will lend uniform parts to troop members who need them. New uniforms can be purchased from official Scouting distributors located in selected retail stores, local council service centers, Scout shops, and from the BSA Supply Division catalogue.

Uniform inspections may be held periodically, using the Boy Scout Uniform Inspection Sheet to advise boys on the care and correct wearing of uniforms and insignia.

The Boy Scout Uniform
• Scout long-sleeved or short-sleeved shirt
• Scout pants or shorts
• Scout socks or knee socks
• BSA twill or mesh cap, or campaign hat (troop option)
• Scout belt and buckle
• Scout neckerchief (troop option)

WHEN TO WEAR THE UNIFORM

Boy Scouts and Scout leaders proudly wear the full uniform for all ceremonial and indoor activities including troop meetings, boards of review, and courts of honor. The uniform should also be worn during special outdoor occasions, such as flag ceremonies, Scout shows, and special times during summer camp.

During physically active outdoor events and informal activities, Scouts may wear an activity uniform—troop or camp T-shirts with Scout pants or shorts or other appropriate outdoor wear.

WHEN NOT TO WEAR THE UNIFORM

- Do not wear the uniform while selling a commercial product or service, even for Scout fundraising purposes.
- Do not wear the uniform in situations that might mistakenly imply an endorsement by the BSA of a product, service, political candidate, or philosophy. Scouts and Scouters are encouraged to take part in political matters as private individuals but not while wearing the uniform.
- Do not wear the uniform while engaged in any activity that could dishonor or discredit the Boy Scouts of America, the uniform, or the person wearing it.

GOOD TASTE

"While Scouters may wear the insignia to which they are entitled, a 'total display' may not be in the best taste if the uniform looks overdecorated. Unauthorized insignia or incorrect wearing of authorized insignia is always wrong. Scouters must set the example for Scouts in this matter. The Scoutmaster who wears only his Scoutmaster emblem, council or community strip, troop numeral, and service star on his uniform is never guilty of poor taste."

—*Scoutmaster Handbook*, 5th edition, 1959

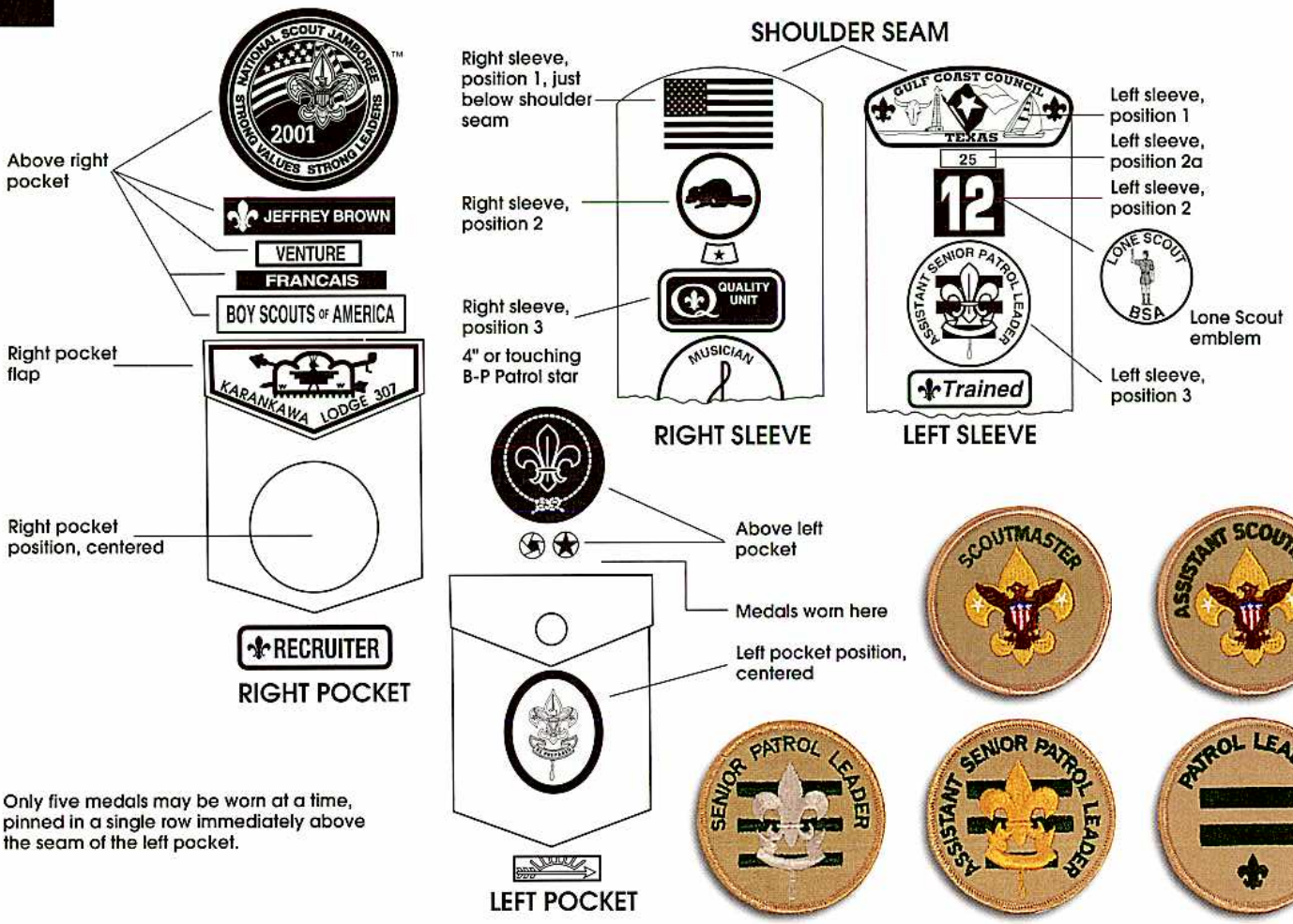
Temporary patches. The right pocket of the uniform shirt is reserved for embroidered emblems earned by taking part in district, council, and national BSA activities including camporees, summer camps, and treks at high-adventure bases. One exception is the patch earned by attending a national or world jamboree. It is worn on the uniform shirt above the right pocket.

LEGAL PROTECTION OF UNIFORMS

The official uniforms of the Boy Scouts of America are those authorized by the organization's National Executive Board and are described in current handbooks, catalogues, and other official publications of the BSA.

No alterations of, or additions to, the official uniform may be made by any Scout, leader, or Scouting official without permission from the National Executive Board of the Boy Scouts of America.

In accordance with the provisions of the Boy Scouts of America congressional charter, any imitation of United States Army, Navy, Air Force, or Marine Corps uniforms is prohibited.

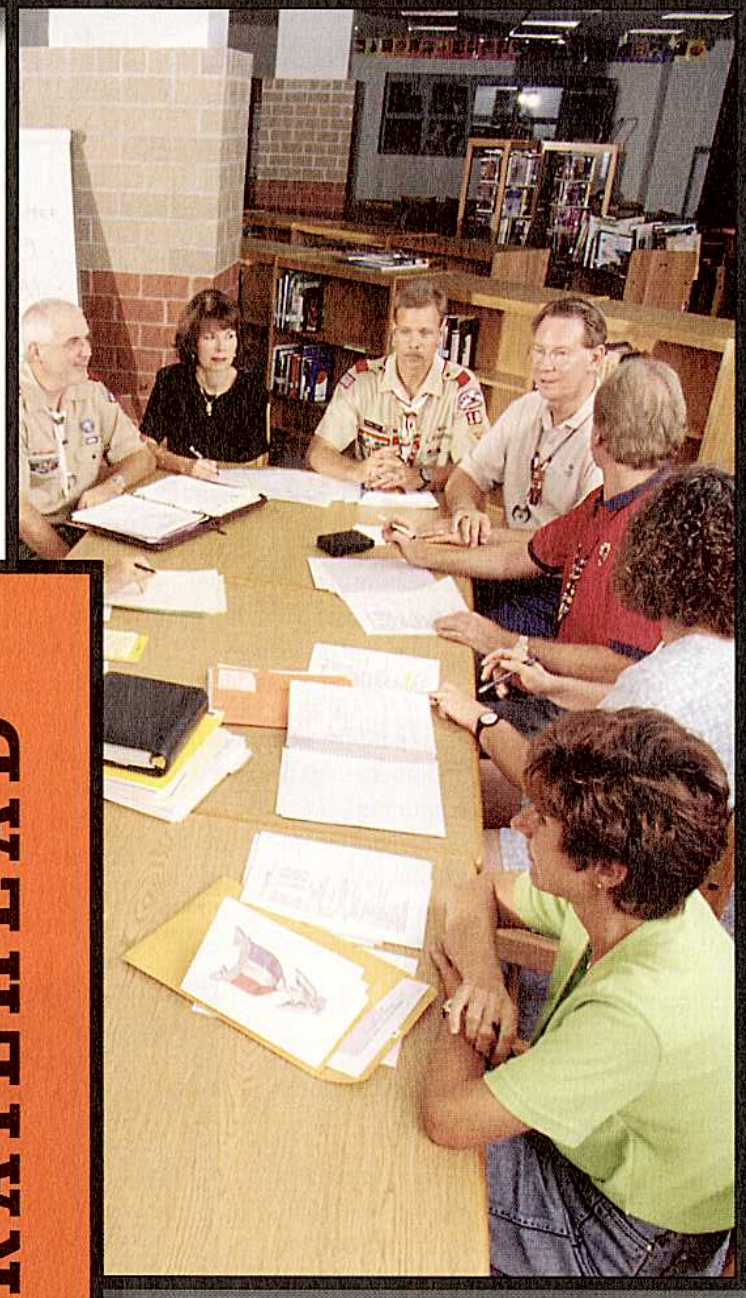


Only five medals may be worn at a time, pinned in a single row immediately above the seam of the left pocket.

BADGES OF OFFICE

These badges are worn with the top centered and touching the troop numeral, with the exception of the den chief's cord, which is worn on the left shoulder. They are worn only by those currently holding the positions represented by the badge.

CHARTERED ORGANIZATIONS AND TROOP COMMITTEES



TRAILHEAD

16

CHARTERED ORGANIZATIONS AND TROOP COMMITTEES

THE CHARTERED ORGANIZATION

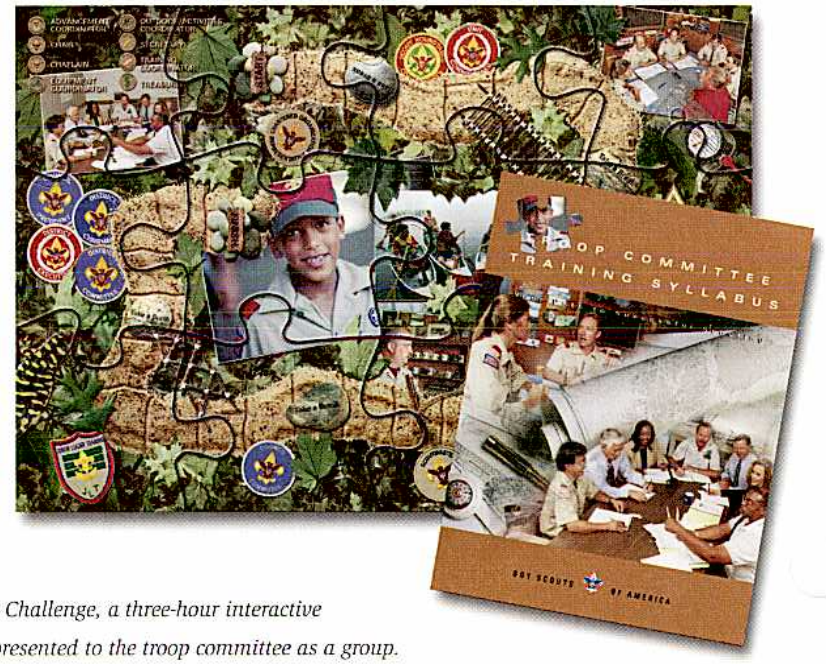
Every Scout troop, Varsity Scout team, Venturing crew, and Cub Scout pack is operated by an organization granted a charter by the National Council of the Boy Scouts of America. With this franchise, the chartered organization adopts Scouting as its youth program.

Among a chartered organization's responsibilities are the following:

- Conduct the Scouting program according to its own policies and guidelines as well as those of the Boy Scouts of America.
- Include Scouting as a part of its overall program for youth and families.
- Appoint a chartered organization representative who is a member of the organization, will represent it to the Scouting district, and will serve as a voting member of the BSA local council.
- Select a troop committee of parents, guardians, and chartered organization members to assist in the selection of leaders. The minimum is a troop committee chairman and two committee members. The head of the chartered organization or the chartered organization representative has final approval of any adult leader for the organization's Scout unit.
- Supply leaders with resources to deliver an effective Scouting program.
- Provide adequate facilities for the troop to meet on a regular schedule.
- Encourage troop participation in all activities of the council. Families of boys who are benefiting from Scouting can help provide for the financial needs of the council by enrolling in Friends of Scouting (see chapter 17, "Troop Finances").

The Chartered Organization Representative

The chartered organization representative is a member of the chartered organization and the recognized head of its Scouting department. The chartered organization representative is appointed by the head of the institution and serves as the connecting link between the institution and the troop. A chartered organization may also operate a Cub Scout pack, a Varsity Scout team, and a Venturing crew, all of them served by the same chartered organization representative. The chartered organization representative is the chartered organization's representative on the district committee, and is a voting delegate at the local council's annual meeting. In addition, the chartered organization representative may serve on the troop committee.



Training for troop committee members has been streamlined to a total of 4½ hours. It starts with New Leader Essentials, a 90-minute overview of the Scouting program, and is followed by Troop Committee Challenge, a three-hour interactive training course. Troop Committee Challenge ideally is presented to the troop committee as a group. It develops the committee into a working team to support the Scoutmaster.

TROOP COMMITTEE

The committee may be seen as the "board of directors" of a troop. Members are often parents and guardians of boys in the troop and chartered organization members who are interested in youth programs. The committee is composed of a minimum of three members, one of whom serves as chairman. There is no maximum number of committee members serving at a given time.

The responsibilities of the troop committee include the following:

- Select quality leaders for the troop.
- Develop community service projects.
- Arrange transportation for outings.
- Plan and assist in fund-raising.
- Provide for special needs and assistance for individual Scouts.
- Serve on boards of review and at courts of honor.
- Maintain records of troop finances and advancement.
- Assist in the charter renewal process.
- Help with the annual Friends of Scouting campaign.

The relationship between the Scoutmaster and the troop committee should be one of friendship and trust. Difficult issues are sure to confront troop leaders now and then. The Scoutmaster should be able to turn to the committee at any time for assistance, support, and encouragement. (For more information, see the *Troop Committee Guidebook* and the video *The Barbecue: Working With the Troop Committee.)*

Selecting Troop Leaders

The most important responsibility of a troop committee is recruiting qualified adult leaders for the troop. This is an extremely important task, because the committee must find individuals who are excellent role models as well as effective leaders of young people.

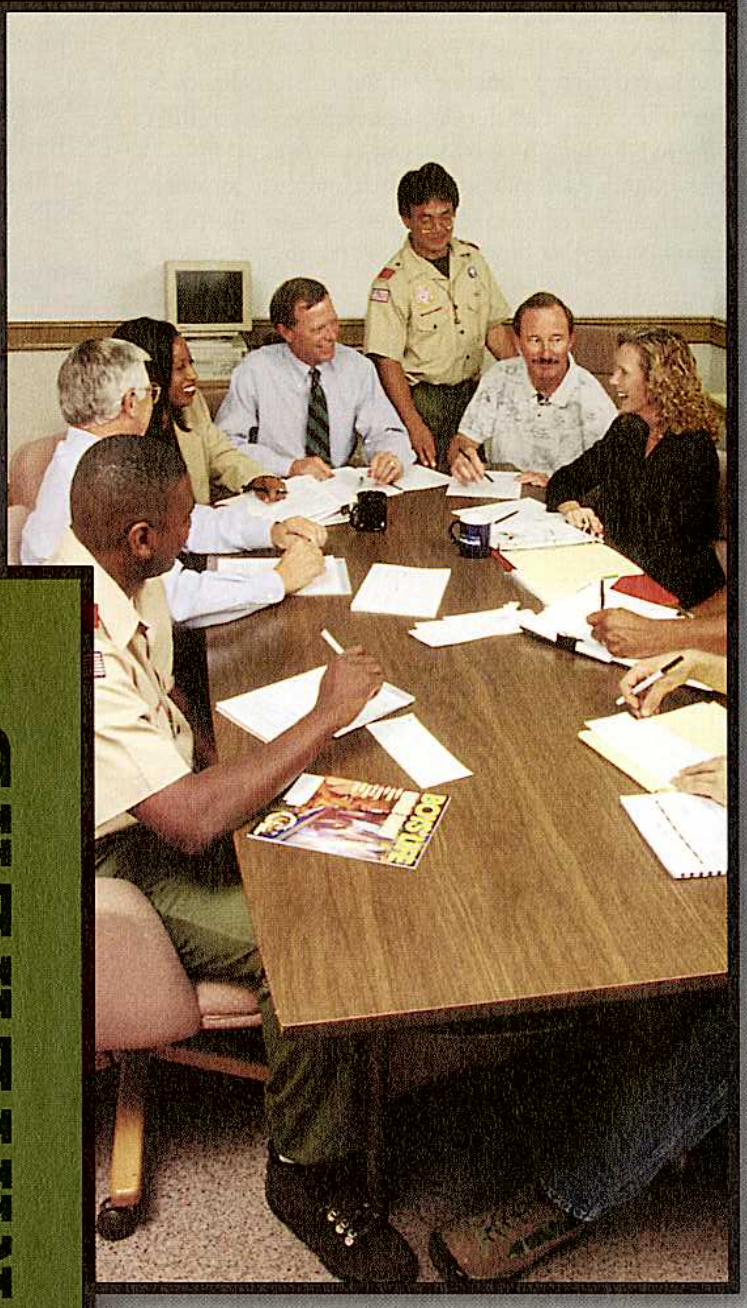
When a leadership vacancy occurs, the troop committee identifies the names of several candidates based on their ability to do the job and then selects the individual who, in the committee's estimation, is most qualified. Once approved by the chartered organization representative, the next step is to recruit the candidate for the position. If that person cannot accept the appointment, the committee can move to the next name on their list.

The brochure "Selecting Quality Leaders" and a video by the same title define the process for a troop committee as they select leaders for their troop.

The Chartered Organization
The head of your chartered organization _____ Phone _____
Your chartered organization representative _____ Phone _____
Your troop committee chair _____ Phone _____
Your toop secretary _____ Phone _____
Your troop treasurer (finance/records) _____ Phone _____
Your outdoor activities coordinator _____ Phone _____
Your advancement coordinator _____ Phone _____
Your troop chaplain (optional) _____ Phone _____
Your training coordinator (optional) _____ Phone _____
Your equipment coordinator (optional) _____ Phone _____
Your membership chair _____ Phone _____
Your Youth Protection chair _____ Phone _____
Depending on the needs of the troop and the chartered organization, committee members may also serve in the optional positions of troop chaplain, training coordinator, and equipment coordinator.

NOTES

TROOP FINANCES



TRAILHEAD

17

TROOP FINANCES

"The *outing* in *$couting* takes $ and ¢."

A Scout troop must have a budget and a treasury. The money to operate the troop comes from the Scouts and their parents or guardians. Self-reliance is part of the character development spelled out in the aims of Scouting, a goal that can be advanced by encouraging each Scout to pay his own way for dues, uniforms, and personal equipment, and to take part in money-earning projects to meet the troop's needs.

THE TROOP BUDGET

Building a responsible budget for a troop is a four-stage process:

1. The troop treasurer (usually the troop committee member responsible for finance), Scoutmaster, and scribe consider the troop's expenses and prepare a rough draft of a budget to cover them.
2. The patrol leaders' council reviews the proposed budget and puts it into final form.
3. The troop committee approves the budget.
4. The budget is presented to the Scouts and their parents or guardians.

WHAT ARE TROOP EXPENSES?

The budgetary needs of troops will vary depending upon the nature of their activities and the needs of their membership. The following are some expenses that every troop can expect:

Troop Charter Fee

The annual charter fee that must accompany a troop's charter application helps defray the cost of general liability insurance carried by the Boy Scouts of America.

Registration

The annual registration fee for each youth and adult member may be prorated for a new member joining between troop registrations.

Program Materials

These expenses include membership and rank insignia, troop flags, equipment, group camping gear, and supplies.

Activities

Hikes, campouts, summer camp attendance, high-adventure opportunities, and other troop activities are usually financed by the boys and their families over and above the dues program.

Boys' Life

Boys' Life magazine is an official publication of the Boy Scouts of America that provides quality reading and program support every month. Troops are encouraged to subscribe for 100% of their members.

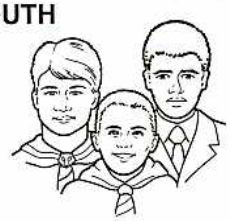
Accident Insurance

Each troop should be covered by accident insurance to help meet the costs of medical treatment in the event of an accident. Insurance fees generally run only a few dollars a year per person. Application forms are available through your local council service center and may be included in the charter renewal kit. Follow the instructions in the forms to send applications and premiums directly to the appropriate insurance company.

Reserve Fund

It is wise to establish a reserve fund to meet the troop's unexpected expenses.

SCOUTING DOLLARS

	Where Does the Money Come From?	Where Does It Go?
YOUTH 	Personal savings Participation in money-earning projects	Uniforms Handbooks Personal equipment Camp fees
THEIR UNITS	Members' dues Special money-earning projects	Camping equipment Registration fees *Boys' Life* magazine Insignia Special events Program materials
CHARTERED ORGANIZATIONS	Chartered organization's budget	Meeting rooms, lights, heating and air conditioning, restroom facilities
YOUR COUNCIL	United Way organizations Friends of Scouting Project sales Special events Bequests Product sales Endowment income	Organizing units Serving existing units Training leaders Maintaining camps and local council service center Maintaining local council service center records and information Professional staff support Activities and events Liability insurance for chartered organization
NATIONAL ORGANIZATION	Members' registration fees Magazine subscriptions and ads Supply Division uniform and equipment sales Grants National service fees	Local council assistance Program research and development Program materials and literature support Professional training Communications Local council insurance and benefits

DUES AND RECORDS

Prompt payment of regular dues is a constant source of income for the troop and a good way for Scouts to learn how to meet financial obligations. Troops may collect dues on a weekly or monthly basis. Paying dues on a regular basis gives boys a sense of responsibility. The collection of dues should not be done in a manner that would keep a boy from joining a troop.

There are five steps for collecting dues and keeping records:

1. Before the first meeting of every month, the troop scribe prepares a Patrol Monthly Dues Envelope for each patrol.
2. Each patrol scribe collects dues from the members of his patrol, records the contributions on the envelope, then puts the money inside.
3. The troop scribe collects the patrol envelopes and records the amounts in the Troop/Team Record Book.
4. The troop scribe submits the dues to the troop treasurer.
5. The troop treasurer deposits the dues into the troop's checking account.

Every troop should have a checking account at a local bank. Most troops require two signatures for drawing checks, although Scoutmasters are often provided with a petty cash fund to make small purchases as needs arise. The troop treasurer monitors the troop's cash flow and pays all troop bills by check.

FUND-RAISING PROJECTS

The dues paid by Scouts are usually not enough to cover the costs of the program their troop is planning. One way to make up the shortfall is with a troop fund-raising project.

Ideally, fund-raising projects not only earn money, they also advance the cause of Scouting by giving boys involvement in meaningful activities. Scouts building and selling bird houses, for example, can learn about bird species in their area and master basic carpentry skills in addition to trying their hand at marketing a product of real use to the public. Other successful fund-raising projects are listed here:

- Collecting recyclable paper, cans, and plastic bottles
- Conducting auctions, rummage sales, and yard sales
- Providing lawn care services
- Washing cars
- Putting on pancake or spaghetti suppers, fish fries, and other community meals
- Selling Christmas trees, wreaths, and other seasonal items
- Caring for pets when animal owners are away

Fund-raising projects must be carefully planned. When considering a fund-raising idea, use the following checklist to test its value to the troop and to the boys, and to determine if it complies with the values of Scouting:

_____ Does the fund-raiser serve a real need? Scouts, their families, and the community quickly tire of too many moneymaking campaigns or fund drives without a clear purpose.

_____ Has your chartered organization, troop committee, and local council approved the project, the dates when it will occur, and the methods by which it will be achieved?

_____ Are the dates set so that there will be no competition with other fund-raising programs of your chartered organization, BSA local council, or the United Way?

_____ Is your plan free from any suggestion of gambling? Is it fully consistent with the ideals of the BSA?

_____ If a commercial product will be marketed, will it be sold on its own merit without reference to the needs of Scouting? (The Scout uniform must not be worn when boys are selling commercial products. For more on when and when not to wear the uniform, see chapter 15, "The Uniform and Insignia.")

_____ If the troop will sell tickets for any function other than a Scouting event such as a troop supper, will they be sold by the boys as individuals without depending on the goodwill of Scouting to make the sale?

_____ Will buyers get their money's worth from the product or service?

_____ Does the money-earning project respect the boundaries of other troops and their fund-raising efforts?

_____ Are you reasonably certain that the troop's plan will not compete with local businesses or jeopardize opportunities for people who need work?

_____ Does the plan protect the name and goodwill of the Boy Scouts of America? Is the plan designed so that the BSA and its symbols cannot be capitalized upon by promoters of shows, benefits, or sales campaigns?

_____ Fund-raising contracts must in no way bind the BSA local council or the BSA organization to any agreement or financial responsibility. If contracts are to be signed, will they be signed by a person acting as an individual without any reference to the Boy Scouts of America?

When a fund-raising project has been thoroughly considered, submit a Unit Money-Earning Application to your local council service center well before the proposed date of the project.

INCENTIVES FOR SCOUTS

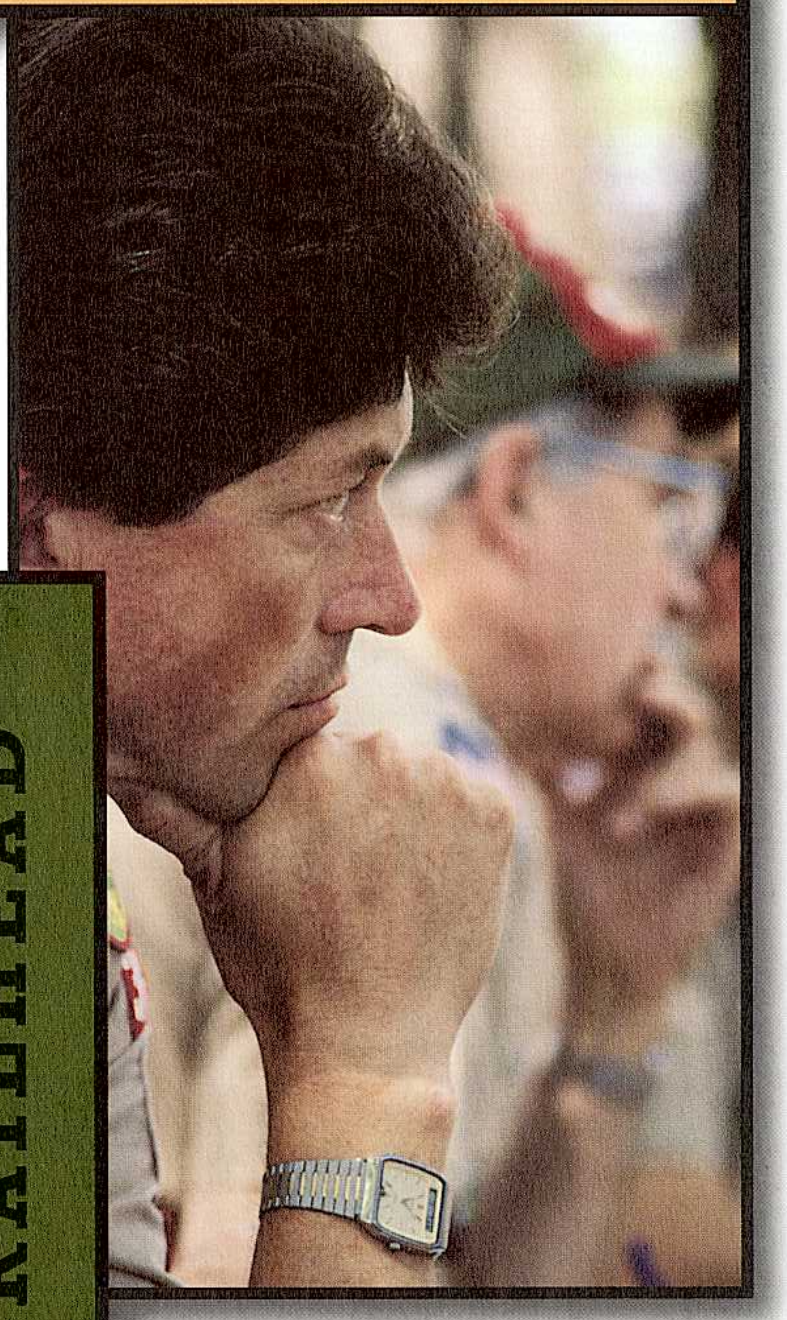
A key to successful fund-raising is to make the effort satisfying and rewarding for the boys themselves. The activity itself can be fun and at the same time a good learning experience. The boys should also have a clear understanding of how the money will be used. Some troops help Scouts earn their way to summer camp or save for personal camping gear by crediting dollars or points to each boy based on his participation in the fund-raiser.

FRIENDS OF SCOUTING FINANCE CAMPAIGN

Each year the district finance committee or the troop committee will conduct a Friends of Scouting campaign—a presentation to parents and guardians of Scouts to request their financial support of the local council. The presentation can be done in conjunction with a special family night program or a troop court of honor. As Scoutmaster, your positive, enthusiastic support will send a clear message to parents, guardians, and members of the troop committee and chartered organization that the local council plays a vital role in providing opportunities for training and program development.

NOTES

SCOUTMASTER SUPPORT



TRAILHEAD

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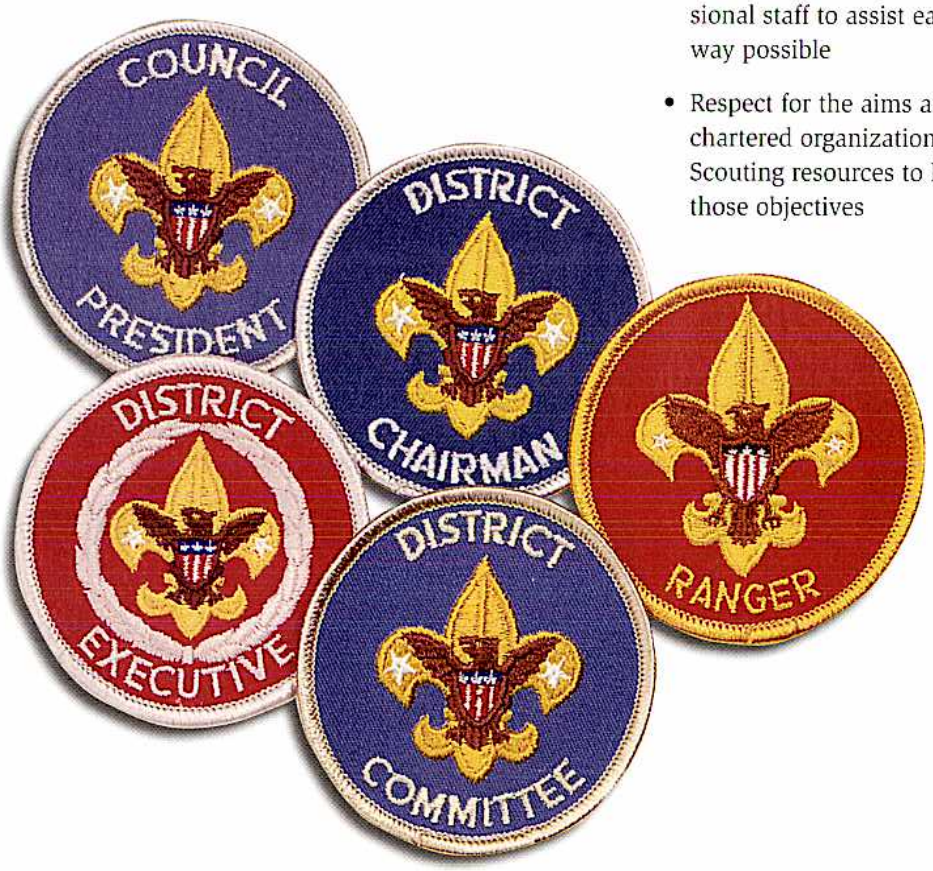
SCOUTMASTER SUPPORT

EVERY SCOUTMASTER RELIES UPON the time and energy contributed by many people. Parents, guardians, the troop committee, members of the chartered organization, and other interested individuals help ensure that a troop has quality leadership, a strong program, and the resources for boys to make the most of their Scouting experience.

Beyond those local volunteers providing a foundation for each troop, a network of Scouters and BSA professional staff fill out the larger picture and give continuity to Scouting throughout the nation. Each part of this network can offer Scoutmasters a particular kind of support, and each will, at times, be an invaluable resource. They include

- Local council
- Council executive board
- District committee
- District commissioner staff
- Professional staff



LOCAL COUNCIL

To guarantee efficient organizational management and to recognize regional differences, the United States is divided into more than 325 *local councils.* Each council has been granted a charter by the Boy Scouts of America to provide Scouting to youth in a certain geographic area. Every local council grants charters to qualified and interested organizations which, in turn, may operate Scout troops, Venturing crews, Varsity Scout teams, and Cub Scout packs.

By accepting its charter, a local council agrees to provide the following:

- Year-round training, service, and support for each troop
- Training and support to the chartered organization representative, the person acting as the primary link between the troop's chartered organization and the local council
- Guidance and methods for troop committees seeking out and selecting quality leaders
- General liability insurance to cover the chartered organization
- Camping facilities, a service center, and a professional staff to assist each Scout unit in every way possible
- Respect for the aims and objectives of each chartered organization, and the promise of Scouting resources to help the organization meet those objectives

COUNCIL EXECUTIVE BOARD

A local council is operated by an *executive board* composed of volunteers recognized as community leaders. The board is responsible for the fiscal management of the local council and for the quality of its Scouting program. The executive board employs the council Scout executive.

Council Scout Executive

The *council Scout executive* serves as the council's chief executive officer and manages its day-to-day operation. Among the Scout executive's duties are hiring and training professional, clerical, and camp staffs.

Your council Scout executive _____

Phone _____

District Executive

Each district is served by a full-time professional Scouter called the *district executive,* who works with the district committee and the commissioner staff to support your troop. District executives are deeply interested in their troops. They are also versed in the resources available within a district, and can connect Scoutmasters to those individuals and committees best able to respond to particular situations.

Your district executive _____

Phone _____

Council Service Center

Your council office is known as a *service center.* Its staff is ready to answer the needs of Scout leaders, providing them with information on activities, training, advancement, camp reservations, and literature. Some large councils also operate satellite offices for easy access, and most are able to mail or fax requested materials. Many local council service centers also feature a trading post offering the full line of BSA uniforms, equipment, and literature.

Your local council service center manager _____

_____

Phone _____

Council Camp

Every council is charged with providing year-round camping facilities for Scouts. *Council camps* often serve as a geographic focal point of a council, steeped in decades of memories and tradition. Most camps operate summer programs, and some are available during other times of the year for weekend troop camping. Many are set up to facilitate special programs including winter camping and Project COPE courses. Some councils have several camp properties with a variety of program options.

DISTRICT COMMITTEE

Each council is divided into several geographic areas called *districts.* Each district has a *district committee* and a commissioner staff composed of key volunteer Scouters. Their duty is not to make policy, but rather to work through chartered organizations to ensure the success of troops, teams, crews, and packs.

A district committee does this by forming a number of subcommittees, each specializing in one of these areas of Scouting:

- Training
- Advancement/recognition
- Camping
- Activities/civic service
- Finance
- Membership

A chair for each subcommittee is recruited by the district committee chairman.

District Committee Chairman

As the top volunteer in a district, the *district committee chairman* moderates district meetings and takes a leading role in district activities. This chairman serves a one-year term and may be reelected to additional terms. Districts may also have vice chairs to handle special events and projects and to serve in the absence of the chairman.

District Training Committee

The *training committee* provides various levels of an ongoing training program for the district:

- **Fast Start training** is the first phase of preparing incoming leaders to undertake the responsibilities of their new positions. As the name implies, Fast Start begins soon after a leader is recruited.
- **Basic leader training** is usually offered several times a year. Many districts augment the basic offering with supplemental training in areas such as outdoor skills.

The training committee is also responsible for junior leader training for boys and can provide information on other training opportunities including Wood Badge courses and those offered at the Philmont Training Center near Cimarron, New Mexico. The training committee records the training histories of all volunteers in the district and coordinates granting training awards when requirements have been met.

Your district training committee chair

_____

Phone _____

District Advancement and Recognition Committee

The *advancement and recognition committee* does the following:

- Promotes advancement within all of the district's troops and maintains records of each troop's progress
- Maintains a current list of BSA registered merit badge counselors
- Assists troops with boards of review and courts of honor
- Serves as a source of information on special recognition programs such as the District Award of Merit

(For detailed information on advancement policy and procedure, committee members and other Scout leaders can refer to the publication *Advancement Committee Policies and Procedures.)*

Your district advancement and recognition committee chair _____

Phone _____

District Camp Promotion and Outdoor Committee

The *camping committee* promotes camping and other outdoor activities. The committee works closely with the Order of the Arrow to encourage Scout attendance at the council's summer camp. Committee members are often rich sources of information about camping and hiking destinations, high-adventure opportunities, and BSA policies and procedures involving safety and health.

Your district camp promotion and outdoor committee chair

_____

Phone _____

District Activities and Civic Service Committee

Members of the *activities and civic service committee* plan district-wide events including camporees, mall shows, recognition dinners, and other activities designed to enhance the success of troops. They are the conscience of the district with respect to community service projects. Each February the committee is also responsible for promoting Scouting Anniversary Week at the district level.

Your district activities and civic service chair

_____

Phone _____

District Finance Committee

The *finance committee* ensures that the district raises its share of the council budget and interacts appropriately with community funding organizations such as the United Way. A member of the finance committee will work alongside a troop committee member to conduct an annual Friends of Scouting campaign, encouraging each Scout's family to support the council financially. The committee also considers and approves troop fund-raising projects and can assist troops in finding money for special causes such as camper scholarships.

Your district finance committee chair

_____

Phone _____

District Membership Committee

The *membership committee* assists Webelos Scouts who are crossing over from Cub Scout packs to Boy Scout troops. Members also help recruit new boys into Scouting, keep records of troop membership, and organize new units. An important part of their work is maintaining a healthy relationship with chartered organizations that have chosen Scouting as their youth program.

Your district membership committee chair

_____

Phone _____

DISTRICT COMMISSIONER STAFF

The *district commissioner staff* is the service team of the district, the group that makes house calls. The *district commissioner* heads this staff and is responsible for recruiting and training its members. The district commissioner may be aided by several assistant district commissioners overseeing specific geographical areas of the district. They, in turn, oversee several unit commissioners, each responsible for three units.

Your district commissioner _____

Phone _____

Unit Commissioners

A *unit commissioner* is a Scoutmaster's strong right arm. Most commissioners have had Scouting experience to back them up in helping you and your troop succeed. A unit commissioner will probably call on you periodically and perhaps ask to visit a troop meeting or troop committee meeting. Welcome these contacts and use them as opportunities to get questions answered and to gain fresh insights on improving your program. A unit commissioner will also be very helpful as you go through the process of charter renewal.

Your unit commissioner _____

Phone _____

District Roundtable

The monthly *roundtable,* conducted by a *roundtable commissioner,* brings together Scout leaders from a number of troops to share program ideas, successes, and solutions to problems. Each meeting is also an opportunity for enjoying fellowship, fun, and food with others who are committed to Scouting's aims and ideals.

Your roundtable commissioner _____

_____

Phone _____

Other Duties of the District Commissioner Staff

In addition to providing troop leaders with solutions and support, members of the commissioner staff fulfill these functions:

- **Charter renewal process.** Ninety days before the end of each troop's charter year, the council will provide an application for charter renewal that includes a listing of youth and adults registered as active in the BSA. The unit commissioner and troop committee will use it to conduct a current membership inventory 60 days before the renewal date and as a resource during a charter renewal meeting 45 days before renewal.

  The charter renewal meeting involves the unit commissioner and all the adult leaders of a troop. The agenda includes identifying youth and adults who will be reregistered, noting adult leadership vacancies to be filled, signing renewal papers, arranging for payment of renewal fees and *Boys' Life* subscriptions, applying for the National Quality Unit Award, and making plans for the upcoming year.

- **Charter presentation.** The completion of a troop's charter renewal is a good time to remind chartered organization members that the BSA is grateful to have been chosen as their youth program. This could be done by involving uniformed Scouts in presenting the new charter to the head of the chartered organization at a full meeting of the organization.

INTERNET SUPPORT

Many local councils have a Web page with up-to-date information on events and activities.

The Web page of the BSA national office follows:

http://www.scouting.org

National Quality Unit Award

One measure of a Scout troop's success is fulfilling the requirements for a National Quality Unit Award. Six out of 10 requirements must be completed, including four that are mandatory:

*1. **Training.** The Scoutmaster will complete Boy Scout Leader Fast Start, New Leader Essentials, and Scoutmaster and Assistant Scoutmaster Leader Specific Training.

*2. **Two-deep leadership.** We will have one or more assistant Scoutmasters registered, trained, and active. One registered adult is assigned responsibility for Youth Protection training.

3. **Program plan.** Our troop will conduct an annual program planning conference, as well as publish an annual troop program calendar and present it to parents and guardians at a family activity.

4. **Service project.** Our troop will conduct a service project annually, preferably for the chartered organization or the community.

5. **Advancement.** Sixty percent or more of our boys will advance a rank, or we will have a 10 percent increase in total rank advancement over a year ago. Approved rank advancement for this recognition includes the ranks of Tenderfoot through Eagle.

6. ***Boys' Life.*** A subscription to *Boys' Life* will go into the homes of all our Boy Scout members, or we will have a 10 percent increase in subscriptions over a year ago.

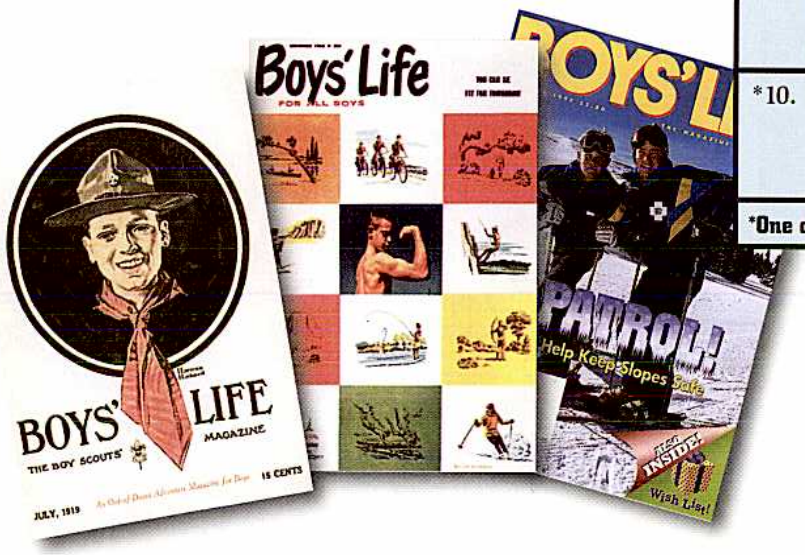
*7. **Outdoor activities.** The troop will conduct six highlight activities such as hikes, campouts, trips, and tours, and attend a BSA long-term camp.

8. **Membership.** We will renew our charter with an equal or greater number of youth registered over a year ago.

9. **Patrol method.** We will conduct troop junior leader training as outlined in this handbook, and hold monthly patrol leaders' council meetings.

*10. **On-time charter renewal.** The troop will complete its charter renewal before its current charter expires.

***One of four mandatory requirements**



COMMUNITY SERVICE

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TRAILHEAD

COMMUNITY SERVICE

THROUGHOUT ITS HISTORY, members of the Boy Scouts of America have provided service to others. Service often occurs in small, unassuming ways—Good Turns and acts of kindness by individual Scouts throughout their daily lives. It happens on a larger scale, too, when an Eagle Scout candidate plans and carries out a major service project, and when a patrol or an entire troop sees a need and steps forward with a solution.

Troop service projects encourage boys to discover that even though they are young, they have the ability to make positive changes in their communities. They can help protect and improve the environment, too, giving something back to the land they use and enjoy. Scout service projects benefit others while building character and good citizenship in boys. In many ways, service projects are Scouting at its best.

In response to the President's Summit for America's Future held in 1997, the BSA has committed its members to provide a minimum of 200 million hours of community service.

PLANNING EFFECTIVE SERVICE PROJECTS

The place to begin developing troop service projects is the patrol leaders' council. Members of the council might have ideas of their own for worthwhile efforts the troop could undertake to help their chartered organization, people in the community, or some other group. Adult leaders are also good sources of ideas, as are chartered organization representatives and neighborhood leaders.

Troop service projects must be well planned and properly led, and should fulfill the following expectations:

- Be real and significant.
- Be democratic.
- Be clearly defined.
- Be well prepared.
- Include reflection and recognition.

Be Real and Significant

Young people investing time and energy in volunteer work for others want to know that they are doing something significant. When the project is done, they should be able to look back with satisfaction upon an effort that has made a difference. Busywork projects designed to keep boys occupied rather than to accomplish real goals waste their enthusiasm and provide little value to others.

Be Democratic

Scouts are far more likely to throw themselves into a service effort if they have taken part in selecting, planning, and organizing it. Service work is also a tremendous opportunity for a troop's boy leaders to gain hands-on leadership experience. As with most other troop activities, adult leaders may offer direction and coaching but, as much as possible, should allow the Scouts themselves to put together and complete service projects.

Be Clearly Defined

A project should have definite beginning and ending points, with logical steps in between. The purpose of the service effort should be understandable to Scouts who are taking part, and they should have access to the full scope of the work even if their role is to complete just one part of it. A clear goal allows Scouts to measure their progress along the way, increasing their sense of participation and their pride in a job well done.

Be Well Prepared

Being prepared for a project often begins long before the day of the effort. With the guidance of their

Scoutmaster and other adults, boy leaders can lay the groundwork so that everything is ready when troop members arrive to carry out the work. Answer the following questions before beginning any service project:

- What is the purpose of this project? Consider both what the beneficiary might gain and what the Scouts might learn.
- Who should be contacted as resources? These might include city officials, park or forest managers, members of the chartered organization, or directors of groups for whom the service is being provided.
- How many Scouts must be involved to complete the work within the allotted time?
- What tools, equipment, and supplies will be needed? How can they be acquired?
- What expertise will be needed? If special skills are required, who can provide the training and oversight to ensure that the work is done correctly?
- What safety issues must be addressed before the work begins? Will Scouts need gloves, hard hats, safety glasses, or other protective gear? Will there be an adequate first aid kit on site and people qualified to use it? Developing an emergency response plan will allow Scouts and their leaders to think through ways they will react in the event of an accident or other emergency.
- Is this project worthy of media coverage? If so, how should that be handled?

Include Recognition and Reflection

As we discussed in chapter 11, reflection is a learning process of careful listening and sharing that allows Scouts and leaders to assess an experience and get from it the greatest value it has to offer. It can be an effective technique in many teaching situations.

Hold a reflection session as soon as possible after the service project is completed. It should be conducted in an informal setting and the ground rules should be made clear: no put-downs and no interruptions. Open the reflection with an open-ended question about the service project that the Scouts completed. A few examples are suggested below:

- What is something new you experienced today?
- What skills did you use today that you had never used before?
- If we did this again, what could we do to improve the outcome?
- What should we change in order to work together better?

The reflection session should last no longer than 10 to 15 minutes. You as Scoutmaster should be prepared to close the reflection in a positive, upbeat manner, summarizing key points stated by the Scouts. This can be a great opportunity to encourage them to think through the experience and recognize how the Scouting ideals served as guidelines as they planned and carried out their service project.

Recognition does not always involve badges and awards. The most important recognition Scouts receive is internal—the confidence built upon having mastered new skills and the self-esteem gained by taking part in worthwhile acts of service. Often, a passing comment of "Nice job!" or "You're really good at that!" can be the most welcome form of recognition and a powerful boost to a young man's self-confidence.

SUGGESTED PROJECTS

Cleaning Up the Community

Assist in a community-wide "cleanup, paint-up, fix-up" day. Consult with city officials to determine where Scout efforts can best be focused. A Scout troop might coordinate the efforts of other Scout troops, too, and enlist the aid of other youth groups and service organizations to make this a truly effective undertaking that could become an annual troop event.

Pruning Community Trees

Trees in many communities are damaged by severe weather conditions. Scouts taking part in a BSA spring cleanup day can reduce the danger from broken branches by pruning limbs and gathering them for disposal. Careful planning with an authorized tree expert is essential to determine where and how the work should be done. Scouts can use bow saws for cutting and rakes for gathering the limbs to carry off the site for proper disposal. Power saws should be used only by adults certified in the use of that equipment.

Fixing Up Cemeteries

Small cemeteries often suffer from neglect. With the assistance of those in charge, determine how Scouts can do the most good in returning a cemetery to a respectable condition—cleaning and straightening grave markers, for example, or cutting grass, removing weeds, planting flowers and shrubs, and identifying unmarked graves. A troop might accept a cemetery maintenance effort as an ongoing service project.

Shoveling Snow

Where the snow falls heavy and often, troops can provide a much needed service by keeping fire hydrants clear of drifts. A troop could assign every patrol a certain number of fire hydrants, or appoint each Scout one or two hydrants near his home. Assignments could also be made to clear snow from the sidewalks and house steps of senior citizens and shut-ins.

Good Turn for America

Service is Scouting's greatest legacy. Select a Good Turn related to food, shelter, or healthy living. For more information, visit *http://www.goodturnforamerica.org.*

Conducting Clothing Drives

A fire, flood, or other disaster can leave many victims without sufficient clothing. In conjunction with local authorities, Scouts can take part in ongoing campaigns to collect used clothing in good condition for distribution to those who need it.

Encourage Scouts to keep their eyes open for opportunities to be of service to their neighbors, communities, and the environment. Good planning results in projects that are meaningful to their recipients and satisfying for the Scouts involved.

Becoming an Emergency Service Unit

The BSA has a long and proud tradition of service during and after emergencies and natural disasters. Scouts have served as first aid providers, messengers, flood control teams, and storm cleanup units. With the guidance of local emergency response officials, troops can work to achieve the skill level needed to mobilize quickly, then practice regularly to maintain readiness.

Lost-Person Searches and Backcountry Rescues

Some troops and Venturing crews have become expert at finding lost persons and participating in backcountry rescues. Excellent training is a must and should be undertaken with the cooperation of local search-and-rescue authorities.

Get-Out-the-Vote Campaigns

A natural follow-up to a voter registration campaign is a nonpartisan effort to get every eligible voter to a polling site. This calls for an educational and promotional push to remind citizens of their right and duty to vote. Before an election, Scouts might distribute get-out-the-vote materials. On election day, they could be stationed outside polling sites to baby-sit young children, assist elderly or disabled people, and hand out "I have voted" badges to voters as they are leaving.

Aiding Shut-Ins

Many elderly or disabled people live alone and might have difficulty dealing with some day-to-day tasks. A troop can "adopt" one or more of these people and visit them regularly to run errands, read to them, help them write letters, take them shopping, or simply just to visit.

Restoring Historic Sites

Places of historic significance sometimes fall into disrepair and are gradually forgotten. Reconstructed historic sites, on the other hand, are often sources of community pride. Scouts can research a site to find out all they can about it and then ask to assist in the restoration effort. Actual restoration work must be done under the supervision of qualified local authorities.

Refurbishing Monuments

Monuments honoring historic events or community residents who served in the nation's wars are sometimes neglected. Scout troops can complete one-time efforts to clean and fix up monuments, or they might even accept the responsibility of maintaining a monument on a yearly basis. The service project can also be used as an opportunity for Scouts to learn about the meaning of the monument and the people whose names are listed on it.

Visiting Nursing Homes

Residents of nursing homes are community members who might be very appreciative of the service that Scout troops can provide. A troop might conduct a one-time project for a nursing home, or adopt the facility as an ongoing part of its service effort. Meet with the administrators of the home to learn how Scouts can be of greatest benefit.

Collecting Toys

In many communities, new and used toys are collected during the holiday season for distribution to needy children. Troops can assist in this effort by making posters to advertise the campaign, helping to stockpile toys, cleaning and repairing used items, and delivering toys to agencies that distribute them in an appropriate manner.

On a larger scale, districts and councils sometimes spearhead toy drives, involving many troops in the effort. In every case, the project should be carefully planned, coordinated with agencies serving children, and done in cooperation with other organizations that might be launching similar projects.

Participating in Conservation Work

Scouts who enjoy hiking, camping, canoeing, and other outdoor activities can be of great service by taking part in service projects that help protect and restore the environment. From trail repair and streambed enhancement to meadow restoration, tree planting, and erosion control, there are dozens of opportunities for Scouts to roll up their sleeves and do something good for the land.

An essential element in the success of conservation work is to plan it in cooperation with those in charge of the area. No park ranger will be happy to have a troop show up unannounced on a Saturday morning to "do some conservation." However, nearly every land manager will be delighted to engage in the long-term planning of conservation work that is beneficial to the environment and appropriate for Scouts.

(For a full discussion of ways to set up and complete worthwhile conservation projects, see the BSA's *Conservation Handbook.*)

Youth Protection Awareness

Train younger children to know the three R's of youth protection: Recognize, Resist, and Report.

RESOURCES

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TRAILHEAD

LITERATURE RESOURCES

Advancement Committee Policies and Procedures, No. 33088
Application for Alternate Eagle Scout Rank Merit Badges, No. 58-730
The Barbecue: Working With the Troop Committee video, No. AV-048
Boardsailing BSA Award Application, No. 20-935
Boy Scout Handbook, No. 33105
Boy Scout Junior Leader Training video, No. AV-02V013
Boy Scout Leader Fast Start Orientation video, No. AV-02V026
Boy Scout Leader Fast Start Orientation Viewer's Guide, No. 18-350
Boy Scout Requirements, No. 33215
The Boy Scouts of America Web site, *http://www.scouting.org*
Boy Scout Troop Open House, No. 18-706
Boy Scout Troop Open House video, No. AV-02V018
Boy Scout/Varsity Scout Uniform Inspection Sheet, No. 34283
BSA buddy tags, No. 05195
The Building Blocks of Scouting, No. 18-343
Campfire Program Planner, No. 33696
Camp Health and Safety, No. 19-308
Camp Program and Property Management, No. 20-920
Climb On Safely, No. 20-099
Conservation Handbook, No. 33570
Cub Scout Leader Book, No. 33221
Den Chief Handbook, No. 33211
Eagle Scout Leadership Service Project Workbook, No. 18-927
Fieldbook, No. 33104
First Class Tracking Sheet, No. 34118
Guide to Safe Scouting, No. 34416
A Guide to Working With Scouts With Disabilities, No. 33056
Health and Safety Guide, No. 34415
High-Adventure Survey, No. 34241
Hornaday Awards Application, No. 21-107
How to Protect Your Children From Child Abuse: A Parent's Guide, found in the *Boy Scout Handbook*
Insignia Guide, No. 33066
Introduction to Outdoor Leader Skills, No. 33640
Junior Leader Training Conference Staff Guide, No. 34533
Leave No Trace, No. 21-105
Leave No Trace Training Outline, No. 20-113
Local Tour Permit Application, NO. 34426B
Merit Badge Counselor Information, No. 34405
Merit Badge Counselor Orientation, No. 34542
Nationally Approved Historic Trails, No. 20-135
New Leader Essentials, No. 34870
Order of the Arrow Guide for Officers and Advisers, No. 34997
Order of the Arrow Handbook, No. 34996
Our Camping Log (application for the National Camping Award), No. 33690
Passport to High Adventure, No. 4310
Patrol Leader Handbook, No. 32502
Patrol Monthly Dues Envelope, No. 33816
Personal Health and Medical Record—Class III form, No. 34412A
Principles of Leave No Trace, No. 21-105
Project COPE manual, No. 34371
Recommending Merit Badge Counselors, No. 34532
Safe Swim Defense, No. 34370
Safety Afloat, No. 34368
Scouting Resources for Serving Youth With Disabilities, No. 89-120
Scouting Safety . . . Begins With Leadership, No. 19-100
Scouting Safety . . . Begins With Leadership video, No. AV-09V025
Scoutmaster and Assistant Scoutmaster Leader Specific Training syllabus, No. 34879
Scoutmaster and Assistant Scoutmaster Leader Specific Training video, No. AV-02V015
Scoutmaster's Junior Leader Training Kit, No. 34306
Sea Scout Manual, No. 33239B
Selecting Quality Leaders, No. 18-981
Selecting Quality Leaders video, No. AV-02V009
Senior Patrol Leader Handbook, No. 32501
Snorkeling Application, No. 19-176
A Time to Tell video, No. AV-09V004
Topping Out: A BSA Climbing/Rappelling Manual, No. 3207
Transfer Form (youth member), No. 28-401O
Trek Safely, No. 20-125
Troop Committee Guidebook, No. 34505
Troop Committe Training Syllabus, No. 33643
Troop Meeting Plan, No. 34425
Troop Planning Worksheet, No. 26-005
Troop Program Features
Volume I, No. 33110
Volume II, No. 33111
Volume III, No. 33112
Troop Program Planning video, No. AV-02V010
Troop Program Resources, No. 33588
Troop Resource Survey Sheet, found in *Troop Program Resources*
Troop/Team Record Book, No. 34508
Unit Money-Earning Application, No. 34427
Varsity Scout Leader Guidebook, No. 34827
Webelos-to-Scout Transition, No. 18-086
Webelos-to-Scout Transition video, No. AV-02V012
A Year-Round Guide to Boy Scout Recruiting, No. 18-748
Youth Protection Guidelines: Training for Volunteer Leaders and Parents video, No. AV-09V001

CREDITS

ACKNOWLEDGMENTS

The Boy Scouts of America gratefully acknowledges the contributions of the following people for their help in preparing the *Scoutmaster Handbook*.

- Scouts and Scouters throughout the nation who participated in focus groups, photography efforts, and manuscript reviews
- Members of the National Council's Literature Review Committee: Gerard O. Rocque, chairman; Jeremia J. Arnold; Raymond Bellemore; Don S. Brereton; Walter M. Brown III; William D. Buchanan; Tony Fiori; Lawry Hunsaker; Raymona Johnson; Robert J. Longoria; E. C. Lupton Jr.; John C. Patterson; David E. Setzer, Ph.D.; Doyle E. Silliman; Ronald J. Temple, Ph.D.
- Subject experts who provided exceptional assistance: William W. Forgey, M.D.; William Hurst; Jan T. Perkins; K. Gregory Tucker; Bruce D. Walcutt

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OUTDOOR CODE

AS AN AMERICAN,
I WILL DO MY BEST TO—

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BE CAREFUL WITH FIRE,

BE CONSIDERATE IN
THE OUTDOORS,

AND

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